NOTICE OF MEETING

February 10, 2016
10:30 a.m. – 3:00 p.m.
(or until completion of business)
San Diego Mesa College
Design Center, Room Z101
7250 Mesa College Drive
San Diego, CA 92111-4998
(619) 388-2600 or (916) 575-7236 (LATC)

The Landscape Architect Technical Committee (LATC) will hold a meeting, as noted above. The notice and agenda for this meeting and other meetings of the LATC can be found on the LATC's website: latc.ca.gov. For further information regarding this agenda, please see reverse or you may contact Rodney Garcia at (916) 575-7236.

The LATC plans to webcast this meeting on its website. Webcast availability cannot, however, be guaranteed due to limited resources. The meeting will not be cancelled if webcast is not available. If you wish to participate or to have a guaranteed opportunity to observe, please plan to attend at the physical location.

AGENDA

A. Call to Order – Roll Call – Establishment of a Quorum

B. Chair's Remarks and LATC Member Comments

C. Public Comment for Items Not on Agenda
(The Committee may not discuss or take action 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 and Approve November 17, 2015 LATC Meeting Minutes

E. Program Manager's Report

F. Introduction and Presentation from the San Diego Mesa College Landscape Architecture Program

G. Report on Council of Landscape Architectural Registration Boards (CLARB)

(Continued on Reverse)

H. Discuss and Possible Action on Strategic Plan Objective to Review California Code of Regulations, Sections 2624 (Expired License - Three Years After Expiration) and 2624.1 (Expired License – Five Years After Expiration) and Assess Whether Revisions are Needed to Regulations, Procedures, and Instructions for Expired License Requirements

I. Discuss and Possible Action on Strategic Plan Objective to Review California Code of Regulations, Section 2620 (Education and Training Credits) to Expand Credit for Education Experience to Include Degrees in Related Areas of Study

J. Discuss and Possible Action on Strategic Plan Objective to Review California Code of Regulations, Section 2620 (Education and Training Credits) to Clarify Credit and Experience Combinations and Provide Justification for Consistent Staff Interpretation of Exam Eligibility for Potential Licensees

K. Discuss and Possible Action on Draft *Consumer's Guide to Hiring a Landscape Architect*

L. Review Tentative Schedule and Confirm Future LATC Meeting Dates

M. 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 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 LATC are open to the public.

Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the LATC prior to the Committee 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 his or her 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 1125.7(a)].

The meeting is accessible to the physically disabled. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Mr. Garcia at (916) 575-7236, emailing rodney.garcia@dca.ca.gov, or sending a written request to the LATC. Providing your request at least five 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 LATC 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 A

CALL TO ORDER - ROLL CALL - ESTABLISHMENT OF A QUORUM

Roll is called by the Landscape Architects Technical Committee (LATC) Vice Chair or, in his/her absence, by an LATC member designated by the Chair.

LATC MEMBER ROSTER

Andrew Bowden, Chair

David Allan Taylor, Jr., Vice Chair

Patricia Trauth

Marq Truscott

Agenda Item B

CHAIR'S REMARKS AND LATC MEMBER COMMENTS

LATC Chair Andrew Bowden, or in his absence, the Vice Chair will review the scheduled LATC actions and make appropriate announcements.

Agenda Item C

PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

Members of the public may address the Committee at this time.

On January 31, 2016, the LATC received a letter from Dustin T. Maxam. The letter includes suggested regulatory language to amend California Code of Regulations sections 2615 (Forms of Examinations) and 2620 (Education and Training Credits). Mr. Maxam's proposals pertain to reciprocity requirements, clarity of regulatory language, and education credit for degrees related to landscape architecture.

Mr. Maxam's letter is provided under Attachment C.1.

ATTACHMENT:
Letter from Dustin T. Maxam Dated January 31, 2016

Dustin Maxam
325 Carrillo Street, Santa Rosa, CA 95401
707-544-0784 dmaxam@EBAgroup.com
File #: 4021 (2012 Reciprocity Application)

January 31, 2016

Members of the Committee and Staff
Landscape Architects Technical Committee
2420 Del Paso Road, Suite 105
Sacramento, CA 95834

Dear Landscape Architects Technical Committee,

I recently became aware that at the November 17, 2015 meeting, the LATC moved to approve the proposed regulations to amend California Code of Regulations section 2615 (Form of Examinations) and authorized staff to proceed with the rulemaking process regarding reciprocity. In addition to this I see that Agenda item I. has been added to the Feb. 10th agenda to discuss section 2620 and the possible expansion of education credit to include degrees related to Landscape Architecture. In order to aid your decision making process I would like to provide you with some public comment and outline my experience with the process.

> *I am a Registered Landscape Architect in the State of Nevada who lives and works in California; as a lifelong native Californian it is my dream to become a Licensed Landscape Architect here. I would like to share with you my experience so the proposed Regulations can be equitable to all reciprocity candidates and truly widen the path to licensure*.

The current Business and Professions Code (BPC) and California Code of Regulations (CCR) are extremely narrow in the Path to Landscape Architect Licensure when compared to the Paths available to licensees in most other States as well as to the paths of Licensure for California Architects and Civil Engineers. California's education requirement essentially cuts off whole swaths of potential candidates from ever being able to gain licensure.

Per research complied by LATC staff the majority of States allow an option for initial licensure, without education, on the basis of eight years of experience alone. With the proposed reciprocity change to allow 10 years of licensed practice, in another jurisdiction in lieu of the 1 year of education credit, you will essentially be requiring someone with a different background to gain an average of 18 years of experience before gaining licensure in this State.

In addition staff cataloged that many States offer education credit for both related and non-related degrees. I am encouraged that the Committee is considering taking this into

account when determining initial licensure and I hope it will be applicable to reciprocity requirements as well.

> *In 2012 (the same year Jon Pride's letter to Ms. Landregan initiated this discussion) my reciprocity application to California was denied on that basis that I lacked the 1 year education credit requirement (such as an Associates or partially completed Bachelors degree in Landscape Architecture). While I do not have a degree in Landscape Architecture I was, prior to this time, able to take the LARE and become a Landscape Architect in the State of Nevada. Along with the proper work experience, Nevada accepted my degree as a "related subject" to Landscape Architecture. I have a Bachelor's Degree in Geography, from the University of California, which covered coursework in the physical and environmental sciences, spatial mapping and analysis, urban planning, and many other overlapping subjects.*

In addition to the consensus of criteria established by the majority of other States, please consider that the proposed requirement of essentially 18 years, for reciprocity, is double the experience requirements of the California Architects and Civil Engineers I work alongside every day. To become a licensed Architect in California requires a combination of 8 years education and work experience (The Architect's Board deems a multitude of combinations of time acceptable: including 1 yr of education credit for any 'other four year accredited degree' and the remainder credit for working under a licensed Architect and a Contractor, Engineer, or Landscape Architect). Also, please consider that it is less stringent to become a Licensed Civil Engineer in California than a Landscape Architect (the BPELSG outlines 3 years of experience to become an EIT and then 6 years to become a PE; a total of 9 years of experience with no degree). Reciprocity (comity) is granted to out of State applicants, with no engineering degree and proper experience, by simply retaking the FE Exam.

> *With nearly 5 years Civil Engineering experience and over 9 years (pre and post licensure) Landscape Architecture experience I have found myself to be a valuable asset to any firm; business leaders understand the benefit of being able to bridge gaps between disciplines and the creative problem solving that comes from multiple disciplines working together. It is hard for colleagues to believe that, under the current and proposed regulations, I am more qualified to begin the process of Civil Engineering licensure than Landscape Architecture in CA.*

As has been suggested previously by others, the relevant BPC and CCR Sections are bewildering, and even though recently amended, essentially exclude many of us seeking reciprocity, from the profession, by adhering to education requirements intended to set the standard for initial licensure by national examination (which we have already passed). It has been mentioned in previous LATC meeting summary reports there is a concern that allowing reciprocity to those who recently gained licensure in other states, and who do not meet the requirements for initial licensure (i.e. education in Landscape

Architecture), will somehow subvert the California process. While I can understand this concern I believe it simply illustrates the point that there are many successful ways to obtain the knowledge and experience to pass the LARE and become a Landscape Architect. I would point out the purpose of the BPC and CCR are to ensure the public's health, safety, and welfare while providing the maximum benefit to the public – **I believe it is a disservice to the public to exclude those capable of contributing to the profession, simply because of arbitrary requirements that have been proven not to be necessary in the majority of other jurisdictions.**

While I'm in no way discounting the importance of higher education, we do live in a society where it is simply not obtainable, financially or otherwise, for all individuals to earn a degree, extension certificate, or even a second degree in the 'proper' major. This supports my concern that over the years I have observed that the LATC and its members have had an understandably very close relationship with California colleges and universities. With this being said, I urge you to consider the benefit to the public, the potential gain to the profession, and the value to the industry and not just the potential loss in revenue to Institutions' degree and extension certificate programs.

> *Unfortunately, like many people, I did not even know what Landscape Architecture was when I was in college. It wasn't until I started my career at a Civil Engineering firm that I became aware of the discipline. At this point in my career with financial obligations and a family it no longer makes sense or is feasible to spend $23,000 and countless hours driving to gain an Extension Certificate or $65,000 on an Online Master's Degree from a private art university to learn what I already know. With nearly 10 years experience in Landscape Architecture and my experience in Civil Engineering it would be far more valuable to me and the industry to round-out my knowledge base by completing a degree in Architecture (listed as an option to fulfill the current education credit requirement) in order to gain licensure. It is not my desire to do this, but the dilemma illustrates how the governing regulations arbitrarily deem the education of one allied discipline more capable of ensuring the health, safety, and welfare of Californians over another.*

It is with great respect for the LATC, the profession, and its history that I ask that you please consider the following issues and potential changes to the language of the proposed amendments:

CCR § 2615 – Changes to reciprocity criteria

1. It questionable to me why New York is proposed as a model for CA reciprocity. Arizona, Nevada, Oregon, and Washington are our neighbors and share interstate commerce, clients, and climates. While it is true that Arizona and New York grant reciprocity (without exam) to individuals with 10 years of Lawful [Licensed] Practice outside the State, in lieu of their degree requirements; it is also true that someone can apply for initial licensure within New York with 12

years of experience and in Arizona with 8 years experience and no education (with exam). Because California's initial licensure requirements do not match either state, logic suggests using these States as models for reciprocity is moot. **I ask that:**

a. **The proposed 10 years licensed experience option be intended for granting reciprocity without exam (matching NY and AZ), and that**
b. **A second option be added allowing reciprocity based on pre and post licensed experience totaling 8 years with exam (matching AZ).**

2. In order to prevent clerical confusion **I suggest that the proposed CCR § 2615 'verifiable documentation of active engagement' also include an option for employer verification of working under the direct supervision of a Licensed or Registered Landscape Architect of any jurisdiction.**

   Otherwise how does someone Licensed or Registered in another state, but living in and working for a firm in California submit documentation of active engagement as a Licensed Landscape Architect when technically any work done on CA projects is not done as a Landscape Architect?

3. In order to apply equally to all Reciprocity Candidates **I suggest the language be changed to read "engaged as a licensed <u>or registered</u> landscape architect in another jurisdiction"**

4. In order to maintain consistency with of logic outlined in item 1, **I suggest CCR § 2615 be revised to ensure that someone being granted reciprocity will not have to retake the LARE if they have passed it in the last 8 years.**

   I believe having to retake the LARE every few years is disruptive to one's career and offers little insight into the capabilities of an individual who has already passed the national exam.

CCR § 2620 – Expansion of education credit

1. In order to stimulate innovation and further the importance of the profession **I ask that you grant credit for education experience to include degrees related to Landscape Architecture**. Please consider the precedent set by other States; I suggest including fields such as: Horticulture, Agriculture, Forestry, Engineering, Urban Planning, Geography, Environmental Studies, & Interior Design.

2. In order to fit within the existing scheme of education credits **I ask that you grant 1 year education credit for a related Bachelor's degree, from an accredited university or college which consists of a 4 year curriculum, or a Master's degree which consists of at least a 2 year curriculum.**

In closing I would like to remind us that Frederick Law Olmsted, a Yale dropout, Journalist, and Father of American Landscape Architecture had, at best, only a few years of ‘related experience’ before being appointed Landscape Architect and co-Designer of Central Park and maybe 7 years before designing Prospect Park and Yosemite Valley (along with many other places famous to the lay public).

With all things considered I applaud the LATCs recent efforts to widen the path to licensure; it is clearly time to incorporate all the incredible talent and synergy available to the profession by broadening the acceptable education requirements and reciprocity experience. I implore you to follow the lead of our State’s Architects and Engineers who’s disciplines have had much more time to evolve regulations that protect the public and are inclusive to all our Citizens.

Thank you very much for your time and consideration.

Sincerely,

Dustin T. Maxam, RLA
Nevada #862

Agenda Item D

REVIEW AND APPROVE NOVEMBER 17, 2015 LATC MEETING MINUTES

The Landscape Architects Technical Committee (LATC) is asked to approve the attached November 17, 2015 LATC Meeting Minutes.

DEPARTMENT OF CONSUMER AFFAIRS
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
CALIFORNIA ARCHITECTS BOARD
Public Protection through Examination, Licensure, and Regulation

Governor
Edmund G. Brown Jr.

Meeting Minutes

CALIFORNIA ARCHITECTS BOARD
Landscape Architects Technical Committee

November 17, 2015
Davis, California

Landscape Architects Technical Committee (LATC) Members Present
Andrew Bowden, Chair
David Allan Taylor, Jr., Vice Chair
Patricia Trauth
Marq Truscott

Tian Feng, LATC Liaison, California Architects Board (Board)

Staff Present
Doug McCauley, Executive Officer
Vickie Mayer, Assistant Executive Officer
Trish Rodriguez, Program Manager
Rebecca Bon, Legal Counsel, Department of Consumer Affairs (DCA)
Richie Barnard, Special Projects Analyst
Kourtney Nation, Examination Coordinator
Gretchen Kjose, Special Projects Analyst

Guests Present
Steve Greco, Chair, Landscape Architecture and Environmental Design (LAED), University of California (UC), Davis

A. Call to Order – Roll Call – Establishment of a Quorum

LATC Chair Andrew Bowden called the meeting to order at approximately 11:03 a.m. and Vice Chair David Taylor called roll. Four members of LATC were present, thus a quorum was established.

B. Chair's Remarks and LATC Member Comments

Doug McCauley, Executive Officer (EO), administered the oath of office to Marq Truscott to the LATC. Mr. Bowden welcomed Tian Feng, the Board's LATC liaison, to the meeting.

C. Public Comment for Items Not on Agenda

No public comments were made.

D. Review and Approve August 6, 2015, LATC Meeting Minutes

- **David Taylor moved to approve the August 6, 2015, LATC Meeting Minutes.**

  Patricia Trauth seconded the motion.

  Members Trauth, Taylor, and Chair Bowden voted in favor of the motion. Marq Truscott abstained. The motion passed 3-0-1.

E. Program Manager's Report

Trish Rodriguez presented the Program Manager's Report. She informed the Committee that staff continues to use the workaround system (WAS) to track candidate records until "BreEZe" is implemented.

Ms. Rodriguez noted that a recent regulatory change temporarily reduced license renewal fees from $400 to $220 for one renewal cycle. She explained that the temporary fee reduction was implemented in order to avoid exceeding the maximum allowable fund balance. She reported that in September staff submitted the fiscal year (FY) 2016-17 Workload & Revenue and Equipment Schedule and that in FY 2015 LATC collected roughly $786,000. She explained that projected revenue for FY's 2016 and 2017 is approximately $470,000 and that the reduction in revenue is due to the temporary reduction in biennial renewal fees.

Ms. Rodriguez updated the Committee on the Board's September 10, 2015 meeting. She noted that she presented a summary of LATC's August 6, 2015 meeting. She also reported that she presented the proposed updated *Disciplinary Guidelines* to the Board and that it was approved. She noted that following the meeting substantive changes, recommended by DCA legal counsel, were made to the *Disciplinary Guidelines* and that the guidelines would require approval by the Board. She explained that the revised *Disciplinary Guidelines* will be presented to the Board at their next meeting on December 10, 2015.

Ms. Rodriguez noted that outreach presentations are planned for the spring semester. She presented survey results that were taken from a student outreach presentation that was held at UC Berkeley Extension on August 13, 2015.

Ms. Rodriguez stated that staff continues to work on the extension certificate review procedures. She indicated that LATC received the updated Landscape Architectural Accreditation Board (LAAB) curriculum requirements in October 2015. She reported that staff is incorporating the modifications to develop a new regulatory proposal. She added that the working group will meet to review the suggested language and to ensure that Office of Administrative Law (OAL) standards are met prior to submission.

Ms. Rodriguez reported that an Occupational Analysis (OA) was last completed in 2014 and that since then one examination development workshop for the California Supplemental Examination

(CSE) has been completed. She noted that staff continues to recruit subject matter experts (SME) for future examination developmental workshops. She referred the Committee to the latest Intra-Agency Contract (IAC) Agreement with the Office of Professional Examination Services (OPES) under Agenda Item H, and stated that the Committee will be asked to review and take possible action on the agreement later in the meeting.

Mr. McCauley updated the Committee on a recent Supreme Court case involving the North Carolina State Board of Dental Examiners and the Federal Trade Commission (FTC). He noted that DCA held a meeting for executive officers and board presidents to discuss the implications of the court's decision.

Rebecca Bon, DCA Legal Counsel, added that additional information in response to the Supreme Court's ruling will be provided at the Board's next meeting in December. She stated that DCA's overall objective is to protect consumers using standards of licensure, and she included that DCA does not have an objective to hinder unlicensed individuals from practicing their trade in the market.

Mr. Taylor inquired if any Committee members have recently been involved in the student outreach presentations. Ms. Rodriguez indicated that no Committee members have recently been involved but stated that staff may request that any licensed staff members in the landscape architect program at the schools participate in the presentations.

Mr. Taylor directed staff to ensure that the material provided at the outreach presentations is up to date. Mr. Bowden added that staff needs to include the total number of students enrolled in the landscape architecture programs where the presentations are being held to highlight the number of students that attend relative to the total number of students in the program. Messrs. Taylor and Bowden recommended that staff plan outreach presentations during applicable landscape architecture classes to ensure a captive audience.

G. *Report on Council of Landscape Architectural Registration Boards (CLARB)

Ms. Rodriguez reported that CLARB held its Annual Meeting in September 2015. She referred the Committee to Attachment G.1, which shows the 2015-2016 CLARB Board of Directors. She added that on November 12, 2015 LATC received an invitation to nominate individuals to serve on the 2016 CLARB Board of Directors and Committee on Nominations. She noted that the nomination form is due to CLARB by January 8, 2016. She added that because of the timing of the invitation, it is recommended that the Committee consider delegation of completion of the nomination form.

The Committee agreed to delegate staff the task of completing the nomination form.

H. Review and Approve Intra-Agency Contract Agreement with Department of Consumer Affairs Office of Professional Examination Services for California Supplemental Examination Development

Ms. Rodriguez pointed the Committee to the IAC with OPES in the meeting packet under Agenda Item H. She stated that the Committee is asked to review and approve the new IAC with

OPES for CSE development for FY 2015/16. She indicated that the first examination development workshop would be held in January 2016, and directed the Committee to the table in the agreement that outlines dates and major project events. She added that the agreement would conclude in June 2016.

Ms. Rodriguez explained that one of the challenges in examination development is obtaining a sufficient number of SMEs to volunteer for the two-day workshops. She noted that future workshops are scheduled on a Friday and Saturday to reduce workweek-scheduling conflicts. Ms. Trauth inquired how many SMEs are generally involved in the workshops. Ms. Rodriguez stated that the target number is eight participants. Ms. Trauth asked how SMEs are selected for the workshops. Ms. Rodriguez explained that staff administer ad hoc reports on all licensees and then uses parameters such as years of experience, education, and geographic location to select licensees to invite to participate in the workshops.

- **Marq Truscott moved to approve the IAC with OPES for CSE development for FY 2015/2016.**

  Patricia Trauth seconded the motion.

  Members Trauth, Truscott, Taylor, and Chair Bowden voted in favor of the motion. The motion passed 4-0.

I. Discuss and Possible Action on Strategic Plan Objective to Establish Equitable Reciprocity Guidelines, Without Altering the Entry Standards of the Profession, to Widen Path to Licensure

Ms. Rodriguez reported that LATC has been discussing possible issues regarding equitable reciprocity requirements since 2013. She noted that LATC most recently assessed the Strategic Plan objective to establish equitable reciprocity guidelines at its February 10, 2015 meeting and suggested a regulation amendment to specifically state that California may allow reciprocity to those who are licensed in another jurisdiction, have ten years of practice experience, and have passed the CSE. She added that the Committee directed staff to review the reciprocity requirements from Arizona and New York and draft proposed regulatory language for the Committee's consideration. She continued that at today's meeting staff will present the findings and request the Committee to review the proposed regulatory language for California Code of Regulations (CCR) section 2615 (Form of Examinations) and take possible action.

Kourtney Nation, LATC Examination Coordinator, informed the Committee that Arizona and New York accept ten years of licensed practice to qualify for reciprocity in lieu of the degree and experience requirements. She detailed that the proposed amendment to CCR 2615 includes provisions that require a candidate to either submit verifiable documentation of education and experience equivalent to that required of California applicants at the time of application or submit verifiable documentation that the candidate has been actively engaged as a licensed landscape architect in another jurisdiction for at least ten years.

Ms. Trauth inquired on the number of states who do not require education for licensure. Ms. Nation explained that there are 31 states that allow candidates to apply to take the Landscape Architect Registration Examination (LARE) based only on experience. Mr. Bowden added that California previously allowed candidates to take the LARE based on experience alone, but the

pathway was closed because it was deemed not in the best interest of protecting the health, safety, and welfare of consumers.

Mr. Truscott asked for clarification of the word "verifiable," in regards to candidates submitting documentation illustrating the practice of professional services for at least 10 of the last 15 years. Ms. Nation explained that candidates are required to complete and submit a Certification of Experience application for staff to review.

Mr. McCauley explained that the Board does not require post-secondary education in order to qualify for licensure. He added that the national examination, as an objective measurement of competence, verifies whether one meets the entry-level requirements and standards.

- **Marq Truscott moved to approve the proposed regulations to amend CCR 2615 (Form of Examinations), authorize staff to proceed with the rulemaking process, and delegate authority to the EO to make minor technical or non-substantive changes to the language, if needed.**

  David Taylor seconded the motion.

  Members Trauth, Truscott, Taylor, and Chair Bowden voted in favor of the motion. The motion passed 4-0.

J. Discuss and Possible Action on Strategic Plan Objective to Review California Code of Regulations, Sections 2624 and 2624.1 and Assess Whether any Revisions are Needed to Regulations, Procedures, and Instructions for Expired License Requirements

Ms. Nation reported that LATC's Strategic Plan contains an objective to "assess whether any revisions are needed to the regulations, procedures, and instructions for expired license requirements." She stated that the Committee, at its August 6, 2015 meeting, directed staff to assess whether the Board's procedures for reviewing a request for re-licensure should be considered for use by the LATC. She noted that the Board's and the LATC's re-licensure requirements are in the meeting packet.

Ms. Nation continued that, currently, an individual whose license has lapsed for more than three years but less than five years may submit a request for re-licensure without retaking the LARE. She explained that as part of their request they must submit a portfolio for the LATC's review to demonstrate their knowledge and skills in landscape architecture. She stated that if the review demonstrates to the LATC's satisfaction that the applicant is qualified to practice landscape architecture, then the LARE or portions thereof may be waived.

Ms. Nation explained that the Board's current re-licensure procedures require that the holder of a license that has been expired for more than five years pay all of the required fees and meet all of the requirements one needs to obtain an original license. She stated that an applicant becomes eligible for re-licensure once they have submitted all the required documentation, fees, and passes the CSE. She added that re-licensure applicants to the Board are not required to retake the national Architect Registration Examination (ARE).

Ms. Nation directed the Committee to the chart in the meeting packet that outlines the re-licensure requirements for a selection of other state licensing boards and three DCA licensing

boards. She stated that of the six landscape architect boards researched, Arizona is the only state that requires applicants to retake the LARE in order to become re-licensed. She added that, however, Arizona waives the examination requirement if the applicant has been practicing in a professional capacity in another state within the last five years.

Vickie Mayer, Assistant Executive Officer, added some clarification regarding the Board's re-licensure process. She explained that the Board does not require applicants to submit a portfolio demonstrating knowledge and skills. She added that architects whose license has expired for less than five years are only required to pay all accrued renewal fees in order to regain licensure. She continued that individuals whose license has been expired for more than five years must reapply for a new license and pass the CSE, but are not required to retake the ARE.

Mr. Truscott stated that to remain objective in the pursuit of protecting the health, safety, and welfare of consumers it would be best to align the LATC's re-licensure procedures with the Board's. Ms. Trauth stated that the portfolio process is not a good method to re-licensure, and agreed with Mr. Truscott that it would be best to align the procedures with the Board's. Mr. Taylor stressed that there are issues with the LATC's re-licensure process regarding the subjectivity in determining an individual's knowledge and skills submitted within a portfolio. Mr. Taylor stated he is inclined to align the re-licensure process with that of the Board's.

Mr. Bowden stated that he does not agree with aligning the LATC's re-licensure procedures with the Board's. He added, however, that he does agree the portfolio process is flawed. He continued that an individual whose license has been expired for more than three years but less than five years should be required to take and pass the CSE. He added that he thinks when a license has expired for more than five years the individual should start the application process over, which would include retaking the LARE.

Ms. Trauth queried if there is a difference in experience between those who have and have not stayed current with licensure requirements when both individuals have continued to practice landscape architecture. Mr. Bowden pointed out that the individual that has not stayed current with licensure requirements has been practicing unlawfully. Ms. Mayer noted that a licensee could maintain licensure by paying fees without actually practicing landscape architecture. Mr. Bowden continued that if a licensee has paid their licensure fees then they have shown an invested interest in maintaining their licensure. Mr. Truscott questioned whether maintaining licensure by paying fees demonstrates or qualifies an understanding of current practices.

Mr. Truscott stated that reciprocity applicants are required to take the CSE, but are not required to retake the LARE. Ms. Trauth added that when an applicant passes the CSE they demonstrate an understanding of current competencies. Mr. Bowden agreed that the CSE demonstrates an understanding of competencies. He added that, in addition to an applicant having to take the CSE after three years, an applicant should be required to retake the LARE after five years. Ms. Bon provided the Committee with examples of non-punitive requirements to consider. Mr. McCauley suggested an alignment with the Board by requiring an applicant to retake the CSE if his or her license has been expired for more than five years.

Mr. Taylor noted that the LARE is designed to test candidates on entry-level competencies and proficiencies and that the material on the examination does not change much over time. He

added that the CSE is continually updated with current trends and technological data provided by the OA's, which are performed every five-seven years.

Mr. Bowden inquired if there was a motion to revise the current re-licensure procedures. Mr. Truscott stated he would like to table the item until the next meeting. Ms. Mayer recommended that staff research additional states' re-licensure requirements and present the findings at the next meeting. Mr. Bowden agreed it would be good to identify re-licensure procedures in additional states.

- **Marq Truscott moved to table Agenda Item J (Discuss and Possible Action on Strategic Plan Objective to Review California Code of Regulations, Procedures, and Instructions for Expired License Requirement) until the next meeting.**

  Patricia Trauth seconded the motion.

Ms. Trauth added that the Committee should consider directing staff to do additional research regarding re-licensure in other states.

- **Marq Truscott amended his motion to direct staff to research other states regarding the renewal process for those whose license has been expired for more than five years and present the findings at the next meeting.**

  Patricia Trauth seconded the motion.

  Members Trauth, Truscott, Taylor, and Chair Bowden voted in favor of the motion. The motion passed 4-0.

F. *Presentation of the University of California, Davis Landscape Architecture Program

Steve Greco, Chair of LAED and Vice Chair of the Human Ecology Department at UC, Davis, presented the Committee with a historical background and a detailed outline of the LAED program. Mr. Greco explained that the university is working to integrate Human Development and Community Development with the Landscape Architecture program.

Mr. Greco discussed a new degree being offered by UC, Davis called Sustainable Environmental Design (SED), which is not an accredited landscape architecture program. He explained that SED is for students who are not looking for an in depth landscape architectural experience, but who still want to be in the field. He clarified that SED degree curriculum includes some landscape architecture studio design, but that it is not the focus of the degree. He added that, however, one of the options available to SED degree holders is to pursue a graduate degree in landscape architecture to continue on the professional landscape architectural track. He stated that SED core classes largely consist of green building instruction, and the classes are offered as electives to landscape architecture majors.

Mr. Bowden inquired on the number of faculty in the program that are licensed landscape architects. Mr. Greco stated that not all faculty members in the program are licensed. He pointed out, however, that the program maintains and relies heavily on roughly six part-time lecturers, which are generally all licensed landscape architects. He also pointed out that, LATC member, Mr. Truscott is currently a part-time lecturer in the program at UC, Davis. Mr. Truscott

stated that one of the benefits of the program is that faculty members have diverse backgrounds. Mr. Truscott added that, while the number of licensed faculty members is limited, the program does promote licensure.

K. Discuss and Possible Action on Strategic Plan Objective to Create and Disseminate Printed Document(s) to Educate Public on Differences Between Landscape Architects, Landscape Contractors, and Landscape Designers

Ms. Rodriguez explained that LATC currently has a guide to selecting a landscape architect that was last updated in 2008. She added that the Board released an updated *Consumer's Guide to Hiring an Architect* in 2011. She continued that as part of LATC's ongoing strategy of sharing best practices, and based on requests to release additional information on the differences of licensed and unlicensed practice, LATC staff drafted the *Consumer's Guide to Hiring a Landscape Architect* modeled after the Board's guide.

Mr. Truscott expressed that it is best to follow the example of the Board's guide while preparing the LATC's. He added that information conveyed through the Department of Water Resources (DWR) Independent Technical Panel (ITP) regarding water conservation measures and techniques should be included in the guide.

Ms. Trauth stated that the guide is an extremely important document and that it would be beneficial to form a subcommittee to review and provide suggested edits. Mr. Taylor added that information on the LATC website regarding hiring a landscape architect should coincide with information provided in the guide.

Mr. Bowden stated that it would be useful to include in the guide a table or chart that illustrates and breaks down the differences between and requirements for landscape architects, designers, and contractors. Mr. Taylor explained that a critical aspect of protecting the health, safety, and welfare of the consumer is by providing sufficient information to consumers so they can make an informed decision on whether they may or may not need a landscape architect to attain their desired results. Mr. Taylor suggested adding a preface to the guide with information concerning the question of what projects may or may not need a landscape architect.

- **Marq Truscott moved to form a subcommittee of two LATC members to work with staff to complete the proposed *Consumer's Guide to Hiring a Landscape Architect* and to present the revised guide at the next LATC meeting.**

  Patricia Trauth seconded the motion.

  Members Trauth, Truscott, Taylor, and Chair Bowden voted in favor of the motion. The motion passed 4-0.

L. Review Tentative Schedule and Confirm Future LATC Meeting Dates

The next LATC meeting is tentatively scheduled for February 10, 2016 in Southern California.

M. Adjourn

The meeting adjourned at 2:12 p.m.

**Agenda Items were taken out of order to accommodate a guest speaker. The order of business conducted herein follows the transaction of business.*

Agenda Item E

PROGRAM MANAGER'S REPORT

The Program Manager's Report provides a synopsis of current activities and is attached for the LATC's review.

ATTACHMENTS:
1. Program Manager's Report
2. California Architects Board December 10, 2015 Meeting Notice

LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE

Program Manager's Report
February 2015

ADMINISTRATIVE/MANAGEMENT

Applicant Tracking System (ATS)/Workaround System (WAS)

Manual processes remain in place, using the temporary WAS until the transition to BreEZe in 2016. The BreEZe team met with staff on March 25, 2014 to conduct an analysis of the database and determine options for including it in the BreEZe data conversion activities. Staff continue to work with the BreEZe team towards integrating WAS and ATS data with the BreEZe system. The BreEZe team will be working on a Request for Change (RFC) regarding WAS in order to incorporate the database into the project. The WAS became a functional necessity upon regulatory approval of licensure requirements. It was established after a freeze was put in place for any legacy system changes during the Department's transition to BreEZe.

BreEZe Project

The Department of Consumer Affairs (DCA) is developing a new online program called BreEZe, which is a web-enabled enterprise system that supports all applicant tracking, licensing, renewal, enforcement, monitoring, cashiering, and management capabilities. The program also allows the public to file complaints and look up licensee information and complaint status through the internet. BreEZe will support the DCA's highest priority initiatives of job creation and consumer protection by replacing the DCA's aging legacy business systems with an integrated software solution that utilizes current technologies to facilitate increased efficiencies in the DCA boards' and bureaus' licensing and enforcement programs.

BreEZe is being implemented in three releases. Release 1 and 2 were implemented on October 9, 2013 and January 19, 2016, respectively. LATC and the Board are currently scheduled for Release 3.

At the March 20, 2014 LATC meeting, Sean O'Connor, BreEZe Project Manager, provided an update on the status of the Project, and emphasized that a successful transition to BreEZe will demand a significant amount of staff time. He asked the Committee to be cognizant of the intense demand that the BreEZe transition will place on staff resources when delegating and prioritizing assignments.

On November 20, 2014, DCA Director Awet Kidane provided a BreEZe project update to Bureau Chiefs, Board Presidents and Vice Presidents, and Executive Officers. A memorandum summarizing the update was also issued, highlighting two important points: (1) The contractual relationship with Accenture, the current BreEZe vendor, is changing, and (2) Implementation of Release 2 will be moved from April 2015 to the end of 2015. The change in the project was approved in a Special Project Report, and a meeting with programs was held on February 11, 2015 to provide a cost analysis of the BreEZe project for each program. Since Release 2 has been implemented, DCA will conduct a cost-benefit analysis for the remaining boards and bureaus, as recommended by the State Auditor. Absent any contrary findings in the analysis,

DCA still intends to bring the remaining boards and bureaus into BreEZe, but likely will do so in smaller groups. DCA anticipates the development of the Release 3 project plan to begin in mid-2016.

Budget

At the May 22, 2013 LATC meeting, the Committee voted to approve a temporary fee reduction and also reduce its spending authority by $200,000 beginning in fiscal year (FY) 2015/16 to address its fund condition per Business and Professions Code section (BPC) 128.5 (Reduction of License Fees in Event of Surplus Funds). Staff prepared a Concept Paper, which is the first step in the process, and is an internal document which formulates the LATC's intent to pursue the negative Budget Change Proposal (BCP) to reduce its spending authority. The Concept Paper was submitted to DCA's Budget Office on April 21, 2014. Staff prepared a draft of the negative BCP and provided it to the LATC's Budget Office analyst on July 18, 2014. Per the request of DCA, the LATC's BCP was combined with the Board's proposal and was submitted to the Budget Office on August 6, 2014, then to the Business, Consumer Services and Housing Agency (Agency) on August 11, 2014. The negative BCP was next submitted to the Department of Finance (DOF) on September 2, 2014. It was subsequently approved by DOF and the LATC's reduced spending authority was incorporated into the Governor's Proposed Budget in January. The 2015-16 State Budget was signed by the Governor on June 24, 2015.

In September, staff submitted the FY 2016-17 Workload & Revenue and Equipment Schedules. In FY 14/15, LATC collected $786,638 in revenue. Based on estimations calculated from previous years, LATC is projected to generate $470,200 in revenue for FY 15/16, and $468,643 in FY 16/17. The revenue collected is projected to be lower due to the reduction in biennial renewal fees.

On January 12, 2016 the DCA Budget Office requested that staff compile an Information Technology (IT) costing report to include all IT purchases from FY 2014/2015 and projected IT purchases for FY 2015/2016. The report provided that $6,798 in IT purchases were made in FY 2014/2015 and forecasted an estimated $1,550 in IT purchases for FY 2015/2016.

California Architects Board Meeting

On December 10, 2015, the Board held a meeting in Sacramento. The Board's Assistant Executive Officer provided a status of the LATC's revised *Disciplinary Guidelines.* She reported that the guidelines were previously approved by the Board at its September 10, 2015 meeting, but required approval again due to substantial changes that were made based on recommendations from DCA Legal Counsel. The Board approved the revised *Disciplinary Guidelines* and delegated authority to the Executive Officer (EO) to adopt the corresponding regulations to amend California Code of Regulations (CCR) section 2680 provided no adverse comments are received during the public comment period and make minor technical or non-substantive changes to the language, if needed.

The Board's EO provided a summary of the November 17, 2015, LATC meeting. The summary included LATC's approval of the proposed regulatory changes to amend CCR section 2615 (Form of Examinations), establishing an additional pathway to licensure through reciprocity by allowing applicants to become eligible by verifying professional practice in another jurisdiction

for at least 10 of the last 15 years. The Board approved the proposed amendment to California Code of Regulations (CCR) 2615 (Form of Examinations). Additional information regarding the proposed amendment to CCR 2615 (Form of Examinations) and the revised *Disciplinary Guidelines* is provided below under Regulatory Changes.

The next Board meeting is scheduled for March 3, 2016 in Burbank. The Board has also scheduled meetings for June 9 in the Bay area, September (date not finalized) in Southern California, and December 8-9 in Sacramento.

Outreach

Outreach presentations are being planned at California Polytechnic State University, San Luis Obispo in April 2016.

Regulatory Changes

CCR section 2615 (Form of Examinations) – Reciprocity Requirements - The LATC's Strategic Plan for FY 2013/14 through 2014/15 contained an objective to review reciprocity requirements of other states to determine possible changes to California requirements to improve efficiencies. This objective was discussed at the November 7, 2013 LATC meeting. The LATC directed staff to 1) summarize state reciprocity data by identifying the specific number of education years required by each state, 2) determine whether a degree is mandatory, and 3) identify the number of years of experience required for initial licensure. The Committee also asked for state specific requirements for reciprocity. This topic was revisited at the March 20, 2014 LATC meeting where the Committee reviewed the education and experience requirements of other states for initial and reciprocity licensure, prepared by staff. The LATC voted to address the topic further at the next Strategic Planning session.

At its meeting on February 10, 2015, LATC directed staff to draft proposed regulatory language to specifically state that California allows reciprocity to individuals who are licensed in another jurisdiction, have ten years of practice experience, and have passed the California Supplemental Examination. At the LATC meeting on November 17, 2015 the Committee approved proposed amendments to CCR section 2615 (C)(1), and recommended that the Board authorize LATC to proceed with a regulatory change. At its December 10, 2015 meeting, the Board approved the regulatory changes and delegated authority to the EO to adopt the corresponding regulations to amend CCR section 2615 provided no adverse comments are received during the public comment period and make minor technical or non-substantive changes to the language, if needed.

Following is a chronology to date, of the processing of LATC's regulatory proposal for CCR section 2615:

November 17, 2015	Proposed regulatory language approved by the LATC
December 10, 2015	Proposed regulatory language approved by the Board
February 24, 2016	Notice of Proposed Changes in the Regulations planned to be published by Office of Administrative Law (OAL)

CCR section 2680 (Disciplinary Guidelines) – The Landscape Architects Technical Committee's (LATC) current Strategic Plan tasks the LATC to collaborate with the California Architects Board to review and update its *Disciplinary Guidelines*. The LATC's *Disciplinary Guidelines* were last updated in 2000.

The Board's 2013 and 2014 Strategic Plans directed its Regulatory and Enforcement Committee (REC) to review and update the Board's *Disciplinary Guidelines*. To this end, Board staff consulted with its legal counsel and Deputy Attorney General (DAG) Liaison and reviewed the *Disciplinary Guidelines* for both the Board for Professional Engineers, Land Surveyors, and Geologists and the Contractors State License Board to determine if changes were needed to the Board's *Disciplinary Guidelines*. As a result, staff and legal counsel recommended revisions which were provided to the REC for its consideration and ultimately approved by the Board at its December 10, 2014 meeting.

Based upon the Board's approval of its *Disciplinary Guidelines* and authorization to proceed with a regulatory amendment, LATC staff reviewed and revised its own *Disciplinary Guidelines* to mirror the Board's wherever possible. LATC *Disciplinary Guidelines* are supplemental to the Board's as they have included Definitions of Penalties and written examination as a standard condition of probation on relevant statute and regulatory code section violations.

At its February 10, 2015 meeting the LATC approved the edits to its *Disciplinary Guidelines*. Following that meeting, staff requested its DAG Liaison to review the approved Guidelines. The DAG made several suggestions that were incorporated into the previously approved Guidelines. These amendments include: 1) Changes to the Factors to be Considered; 2) Increasing the length of suspension for Gross Incompetence in Practice, from 90 to 120 days; and, 3) Adding Conviction of Crime; Suspension, Revocation – Grounds as an offense.

At its August 6, 2015 meeting the LATC approved the DAG's recommended revisions to its *Disciplinary Guidelines*, the proposed regulations to amend CCR section 2680, and directed staff to present to the Board for approval. Following the August 6, 2015 LATC meeting, DCA Legal Counsel advised staff of additional research necessary regarding Optional Conditions 9 (California Supplemental Examination) and 10 (Written Examination) of the *Disciplinary Guidelines*. Absent any additional recommended edits by DCA Legal Counsel, the amended *Disciplinary Guidelines* and proposed regulatory package was approved by the Board at their September 10, 2015 meeting.

On October 21, 2015 staff sent DCA Legal Counsel proposed edits to the Optional Conditions for review. DCA Legal Counsel notified staff on November 12, 2015 that the edited portions were acceptable but substantive, and would require re-approval by the Board. At its December 10, 2015 meeting, the Board approved the revised *Disciplinary Guidelines* and delegated authority to the EO to adopt the regulations to amend CCR section 2680 provided no adverse comments are received during the public comment period and make minor technical or non-substantive changes to the language, if needed.

Following is a chronology to date, of the processing of LATC's regulatory proposal for CCR section 2680:

August 6, 2015	Proposed regulatory changes approved by LATC

September 10, 2015	Proposed regulatory changes approved by Board
December 10, 2015	Proposed regulatory changes approved by Board (including DCA Legal Counsel recommended edits)
February 24, 2016	Notice of Proposed Changes in the Regulations planned to be published by OAL

CR section 2620(a)(13), Expand Eligibility Requirements to Allow Credit for Teaching Under a Licensed Landscape Architect – At the LATC meeting on February 10, 2015 the Committee agreed that up to one year of experience/training credits should be granted for teaching under the supervision of a licensed landscape architect. At the May 13, 2015 LATC meeting the Committee approved the proposed language to amend CCR section 2620(a)(13) to provide one year of teaching credit under the supervision of a landscape architect in a degree program as specified in section 2620(a)(1), (2), and (4). At the August 6, 2015 LATC meeting the Committee recommended that the Board authorize LATC to proceed with a regulatory change. At its September 10, 2015 meeting, the Board approved the regulatory changes and delegated authority to the EO to adopt the regulations to amend CCR section 2620 provided no adverse comments are received during the public comment period and make minor technical or non-substantive changes to the language, if needed.

Following is a chronology to date, of the processing of LATC's regulatory proposal for CCR section 2620:

August 6, 2015	Proposed regulatory changes approved by LATC
September 10, 2015	Proposed regulatory changes approved by Board
October 9, 2015	Notice of Proposed Changes in the Regulations published by the OAL
November 30, 2015	Public hearing, no comments received

CCR section 2620.5, Requirements for an Approved Extension Certificate Program - The LATC established the original requirements for an approved extension certificate program based on university accreditation standards from the Landscape Architectural Accreditation Board (LAAB). These requirements are outlined in CCR section 2620.5. In 2009, LAAB implemented changes to their university accreditation standards. Prompted by the changes made by LAAB, LATC drafted updated requirements for an approved extension certificate program and recommended the Board authorize LATC to proceed with a regulatory change. At its December 15-16 meeting, the Board approved the regulatory change and delegated authority to the EO to adopt the regulations to amend CCR section 2620.5 provided no adverse comments are received during the public comment period and make minor technical or non-substantive changes to the language, if needed. The regulatory proposal to amend CCR section 2620.5 was published by the OAL on June 22, 2012.

In 2012, the LATC appointed the University of California Extension Certificate Program Task Force, which was charged with developing the procedures for the review of the extension certificate programs, and conducting reviews of the programs utilizing the new procedures. The Task Force held meetings on June 27, 2012, October 8, 2012, and November 2, 2012. As a result of these meetings, the Task Force recommended additional modifications to CCR section 2620.5 to further update the regulatory language with LAAB guidelines and LATC goals. At the November 14, 2012 LATC meeting, the LATC approved the Task Force's recommended modifications to CCR section 2620.5, with an additional edit. At the January 24-25, 2013 LATC

meeting, the LATC reviewed public comments regarding the proposed changes to CCR section 2620.5 and agreed to remove a few proposed modifications to the language to address the public comments. The Board approved adoption of the modified language for CCR section 2620.5 at their March 7, 2013 meeting. On July 17, 2013, a Decision of Disapproval of Regulatory Action was issued by the OAL.

In May 2014, the LATC Special Projects Analyst prepared draft language for CCR section 2620.5 incorporating legal counsel's recommendation that regulatory language be added to address the application, approval, denial, and annual review processes. In June 2014, staff assignments changed. The interim Special Projects Analyst began working on new proposed regulatory language in November 2014. On December 8, 2014, staff was advised by LAAB that the accreditation standards are scheduled to be reviewed and updated beginning with draft proposals in the spring of 2015. LAAB anticipated adopting new standards in early 2016. On December 30, 2014 staff met with the Task Force Chair to discuss proposed changes to CCR 2620.5 and the probability that new LAAB accreditation standards will be implemented in 2016. Staff met with DCA Legal Counsel on January 14, 2015 to discuss justifications to proposed changes and again on January 28, 2015 to further review edits and justifications.

Proposed regulatory language was presented to the LATC at its February 10-11, 2015 meeting. At this meeting, the Committee approved the appointment of a new working group to assist staff in substantiating recommended standards and procedures in order to obtain OAL approval. Linda Gates and Christine Anderson, former LATC members and University of California extension program reviewers, were appointed to the working group.

On June 5, 2015, LAAB confirmed that they are in the process of updating their Standards and Procedures for the Accreditation of Landscape Architecture Programs. The process included a public call for input and commentary that took place last fall (2014). LAAB met this past summer to draft revisions to the Standards. In the fall 2015, additional public input and comments were received, and LAAB will take action on the updated standards and procedures at its meeting on February 5-6, 2016. Implementation of the new Standards will begin with programs to be reviewed by LAAB during the 2016 Fall term.

On October 8, 2015, LATC received a copy of LAAB's proposed revisions which include several suggested changes to curriculum requirements. LATC staff has begun incorporating the proposed changes and drafting new proposed language that includes many of LATC's previously submitted modifications to CCR 2620.5. LATC's working group will meet as soon as possible after the LAAB February meeting to review the new Standards and provide sufficient justification to meet OAL standards which will be presented for consideration to the LATC.

Following is a chronology to date, of the processing of LATC's regulatory proposal for CCR section 2620.5:

November 22, 2010	Proposed regulatory changes approved by LATC
December 15, 2010	Proposed regulatory changes approved by the Board
June 22, 2012	Notice of Proposed Changes in the Regulations published by OAL (Notice re-published to allow time to notify interested parties)
August 6, 2012	Public hearing, no public comments received
November 30, 2012	40-Day Notice of Availability of Modified Language posted

January 9, 2013	End of public comment period
January 24, 2013	LATC approved modified language to address public comments
February 15, 2013	Final rulemaking file to DCA Legal Office
March 7, 2013	Proposed regulatory changes of modified language approved by the Board
May 31, 2013	Final rulemaking file to OAL
July 17, 2013	Decision of Disapproval of Regulatory Action issued by OAL
August 20, 2013	LATC voted not to pursue a resubmission of rulemaking file to OAL
February 21, 2014	Staff met with Task Force Chair to discuss justifications for proposed changes*
December 8, 2014	LAAB reported that accreditation standards are scheduled to be reviewed and updated in 2015
February 10, 2015	LATC approved the appointment of a new working group to assist staff
October 8, 2015	LATC received LAAB's suggested revisions to curriculum requirements

**Staff is analyzing proposed modifications to develop a new regulatory proposal with justification to submit to OAL.*

Strategic Plan Objectives

The 2015-2016 Strategic Plan was approved by the LATC on May 13, 2015, and approved by the Board on June 10, 2015. The plan includes many objectives three of which are included below.

Review Expired License Requirements (CCR sections 2624 and 2624.1) - to assess whether any revisions are needed to the regulations, procedures, and instructions for expired license requirements. At the November 17, 2015 LATC meeting, the Committee reviewed re-licensure requirements of various state landscape architect licensing boards and three DCA licensing boards and directed staff to research re-licensure procedures for additional state boards. Staff will present their findings at today's meeting under Agenda Item H.

Expand Credit for Education Experience - to include degrees in related areas of study, i.e., urban planning, environmental science or horticulture, etc., to ensure that equitable requirements for education are maintained. At the November 17, 2015 LATC meeting, the Committee directed staff to agendize this objective. Staff will present this objective at today's meeting under Agenda Item I.

Create and Disseminate Consumer's Guide - to educate the public on the differences between landscape architects, landscape contractors, and landscape designers. At its November 17, 2015 meeting, staff presented to the Committee a drafted *Consumer's Guide to Hiring a Landscape Architect*, which is based on the Board's *Consumer's Guide to Hiring an Architect.* Following discussion, the Committee moved to create a subcommittee to complete revisions to the guide. The subcommittee worked with staff to revise the guide and create an outline on the scope of work that may be performed by landscape architects, landscape contractors, and landscape designers. Staff will present the revised guide at today's meeting under Agenda Item K.

Sunset Review

The LATC reviewed the first draft of the Sunset Review Report at its meeting on August 28, 2014 and delegated authority to LATC Chair and EO to make any necessary changes prior to submittal to the Legislature. The Board approved the draft Report with minor edits at its meeting on September 10, 2014. Staff finalized the Report and submitted it to the Legislature on October 31, 2014. On February 4, 2015, EO Doug McCauley met with the staff consultant for the Assembly Committee on Business and Professions to discuss any questions that may be raised during the Sunset Review process. The LATC's Sunset Review hearing was held on March 18, 2015. LATC's written responses to the issues identified in the Sunset Review Background Paper were submitted on April 16, 2015 to the Assembly Committee on Business and Professions and the Senate Committee on Business, Professions and Economic Development (BP&ED). At its May 13, 2015 meeting, LATC ratified staff's responses to the Sunset Review Background Paper as did the Board at its June 10, 2015 meeting.

AB 177 (Bonilla), the bill that extends the Sunset date for the Board and LATC until January 1, 2020 was approved by the Governor on October 2, 2015 and became effective on January 1, 2016.

Training

Rodney Garcia attended Concur / CA Travel Store training on January 20, 2016.

Website

LATC staff continues to publish the updated "Licensee Search" lists monthly.

EXAMINATION PROGRAM

Landscape Architect Registration Examination (LARE)

Examination results for the November 30-December 13, 2015, administration of the LARE were mailed to candidates on January 22, 2016. Pass rates for the November/December LARE are attached under Agenda Item F. The next LARE administration will be held on April 4-16, 2016 and the candidate application deadline is February 19, 2016. Test results are released five-six weeks following the last day of administration.

Upcoming LARE administration dates are as follows:
April 4-16, 2016
August 1-13, 2016
December 5-17, 2016

California Supplemental Examination (CSE)

BPC 139 requires that an Occupational Analysis (OA) be conducted every five to seven years. An OA was completed by the Office of Professional Examination Services (OPES) for the LATC in 2014. The Test Plan developed from the 2014 OA will be used during content

development of the CSE. The CSE development is based on an ongoing analysis of current CSE performance and evaluation of examination development needs. The prior Intra-Agency Contract Agreement (IAC) with OPES for examination development expired on June 30, 2015. Staff worked with OPES on the development of a new IAC for FY 2015/16, which was approved by the Committee at its November 17, 2015 meeting. Upon execution of the IAC with OPES, the LATC began recruiting subject matter experts to participate in exam development workshops. Exam development workshops are scheduled for early 2016 and will focus on item writing and exam construction:

ENFORCEMENT PROGRAM

Enforcement Statistics	Current Month January 2016	Prior Month December 2015	FYTD 2015/16	5-FY Avg 2010/11 – 2014/15
Complaints				
Received/Opened:	2	0	11	28
Closed:	4	3	20	42
Average Days to Close:	579	603	379	369
Pending:**	10	12	10	31
Average Age	186	320	186	367
Citations				
Issued:	1	1	5	3
Pending:**	2	4	2	2
Final:	2	0	2	2
Disciplinary Action				
Pending AG:**	2	2	2	1
Pending DA:**	0	0	0	0
Final:	0	0	0	1
Settlement Reports (§5678)*				
Received/Opened:	0	0	0	1
Closed:	0	0	0	1
Pending:**	2	2	2	1

* *Also included within "Complaints" information.*

** *FYTD data is presented as an average of pending cases to date.*

CALIFORNIA ARCHITECTS BOARD

PUBLIC PROTECTION THROUGH EXAMINATION, LICENSURE, AND REGULATION

Edmund G. Brown Jr.
GOVERNOR

NOTICE OF BOARD MEETING

December 10, 2015
9:00 a.m. to 4:00 p.m.
(or until completion of business)
Stanley Mosk Library and Courts Building
914 Capitol Mall, Room 500
Sacramento, CA 95814
(916) 651-6466 or (916) 575-7221 (Board)

The California Architects Board will hold a Board meeting, as noted above. The notice and agenda for this meeting and other meetings of the Board can be found on the Board's website: cab.ca.gov. For further information regarding this agenda, please see below or you may contact Mel Knox at (916) 575-7221.

The Board plans to webcast this meeting on its website at cab.ca.gov. Webcast availability cannot, however, be guaranteed due to limited resources. The meeting will not be cancelled if webcast is not available. If you wish to participate or to have a guaranteed opportunity to observe, please plan to attend at a physical location. Adjournment, if it is the only item that occurs after a closed session, may not be webcast.

Agenda

A. Call to Order/Roll Call/Establishment of Quorum

B. President's Remarks and Board Member Comments

C. Public Comment on Items Not on Agenda
(The Board may not discuss or take action 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 and Approve September 10, 2015 Board Meeting Minutes

E. Executive Officer's Report
   1. Update on November 2015 Monthly Report
   2. Update and Possible Action on Legislation Regarding:
      a. Assembly Bill (AB) 177 (Bonilla) [Authority: Extension]
      b. AB 507 (Olsen) [BreEZe]
      c. Senate Bill 704 (Gaines) [Conflict of Interest]

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(Continued)

   d. American Institute of Architects, California Council (AIACC) Proposal on Intern Title
   e. AIACC Proposal on Continuing Education
   f. AIACC Proposal on Mandatory Construction Observation
3. Board Member Liaison Reports on Organizations and Schools

F. Election of 2016 Board Officers

G. Executive Committee Report
1. Update on Executive Committee November 24, 2015 Meeting
2. Discuss and Possible Action on Recommendation Regarding 2015 Octavius Morgan Distinguished Service Awards
3. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Review, Leverage, and Evaluate Effectiveness of Board's Liaison Program to Build Stronger Relationships with Organizations
4. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Increase Board's Participation in National Council of Architectural Registration Boards (NCARB)
5. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Collaborate with Department of Consumer Affairs' Office of Public Affairs to Improve Outreach and Communication
6. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Analyze Fees to Determine Whether They are Appropriate
7. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Complete Sunset Review Process and Implement Recommendation(s) to Comply with Legislature's Directives

H. Regulatory and Enforcement Committee (REC) Report
1. Update on REC November 5, 2015 Meeting
2. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Monitor NCARB Action on Title for Interns to Ensure Appropriate Consumer Protection
3. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Review Board's Occupational Analysis (OA) of Architect Profession to Identify Marketplace Trends That Impact Consumer Protection
4. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Pursue Recruitment of Additional Architect Consultant to Ensure Continuity and Effectiveness in Board's Enforcement Program
5. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Modify and Expand Reports to Board Members Regarding Enforcement Activities to Identify Most Common Violations and Disciplinary Actions
6. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Pursue Methods to Obtain Multiple Collection Mechanisms to Secure Unpaid Citation Penalties

(Continued)

I. California Supplemental Examination (CSE)
   1. Update and Possible Action on 2015–2016 Strategic Plan Objective to Conduct Review of Architect Registration Examination and Linkage Study
   2. Update and Possible Action on 2015–2016 Strategic Plan Objective to Reclassify CSE Item Bank Based Upon Results of 2014 OA

J. NCARB
   1. Discuss and Possible Action on Implementing NCARB's Integrated Path Initiative
   2. Discuss and Possible Action on Modifications to NCARB Education Standard
   3. Discuss and Possible Action on NCARB Resolution 2015-02 Regarding Broadly Experienced Foreign Architect Program

K. Communications Committee Report
   1. Update on Communications Committee October 21, 2015 Meeting
   2. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Partner with Contractors State License Board to Identify and Implement Best Practices for Educating Consumers About California Architects Board in Order to Improve Consumer Education Efforts
   3. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Collaborate with Professional Organizations and Universities to Raise Awareness at Community Colleges and High Schools About Profession and Paths to Licensure
   4. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Survey Recipients of Board's Educational Materials to Determine Effectiveness of Outreach Efforts
   5. Discuss and Possible Action on Recommendation Regarding 2015-2016 Strategic Plan Objective to Enhance Relationships with Veterans Administration Counseling Centers to Provide Information Regarding Architecture Profession and Paths to Licensure

L. Discuss and Possible Action on Proposed Amendments to Board's and Landscape Architects Technical Committee's (LATC) *Disciplinary Guidelines* and Proposed Amendments to California Code of Regulations (CCR), Title 16, Sections 154 and 2680 as it Relates to Reference of Proposed Revised *Disciplinary Guidelines*

M. LATC Report
   1. Update on LATC November 17, 2015 Meeting
   2. Review and Approve Proposed Regulations to Amend CCR, Title 16, Section 2615 (Form of Examinations) as it Relates to Reciprocity Requirements

N. Review of Schedule

O. Closed Session
   1. Pursuant to Government Code Section 11126(e), the Board will Meet in Closed Session to Receive Advice from Counsel on Litigation
   2. Pursuant to Government Code Section 11126(c)(3), the Board will Meet in Closed Session to Deliberate on Disciplinary Matters

(Continued)

P. Reconvene Open Session

Q. 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 Board President 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 Board are open to the public.

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 the Board 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 his or her 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)].

The meeting is accessible to the physically disabled. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Mel Knox at (916) 575-7221, emailing mel.knox@dca.ca.gov, or sending a written request to the Board. Providing your request at least five 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 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)

Agenda Item F

INTRODUCTION AND PRESENTATION FROM THE SAN DIEGO MESA COLLEGE LANDSCAPE ARCHITECTURE PROGRAM

Tim Smith, Adjunct Instructor, will provide a presentation on the landscape architecture program at San Diego Mesa College.

Agenda Item G

REPORT ON COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS (CLARB)

At the November 17, 2015 LATC meeting, the Committee delegated the task of submitting nominations for the 2016 CLARB Board of Directors and Committee on Nominations elections to the LATC Chair and Program Manager. CLARB provided a list of eligible candidates and LATC nominated the following individuals from the list:

- Christine Anderson, President-Elect
- Stephanie Landregan, Committee on Nominations Member

A final slate of nominees will be available at least 60 days prior to the CLARB Annual Meeting on September 22-24, 2016, and LATC will have an opportunity to vote in this election by mail-in ballot prior to the CLARB meeting.

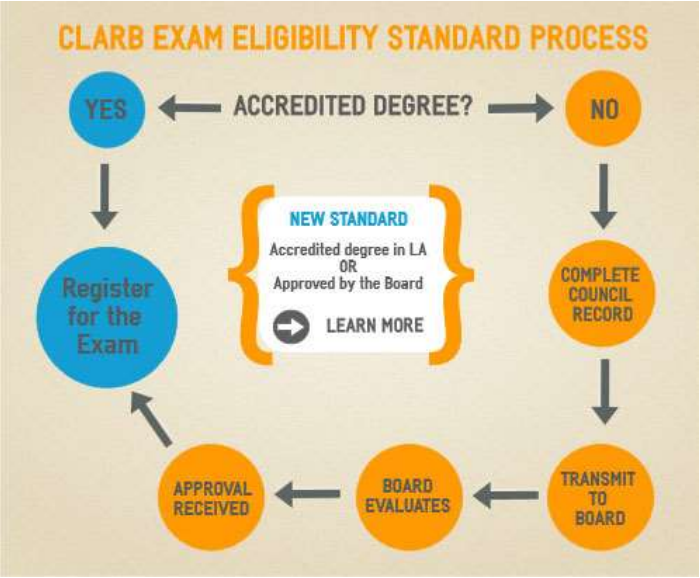
CLARB recently updated the Exam Eligibility Standard (Attachment 1) for candidates testing under a jurisdiction that does not require board approval to sit for the Landscape Architect Registration Examination (LARE). The updated standard was first applied for the December 2015 LARE administration. The new standard requires candidates who do not hold an accredited landscape architecture degree to obtain board approval prior to registering for the LARE. Beginning with the December 2015 LARE administration, all such candidates, even those currently in the exam process, were held to the new standard. This new standard does not alter the current application process in California as candidates in this state are already required to obtain board approval prior to testing.

LATC continues to track pass rates for the LARE. Pass rates for the November 30 - December 13, 2015 LARE administration are attached. The next administration of the LARE is April 4-16, 2016 and LATC's eligibility deadline for this administration is February 19, 2016.

ATTACHMENTS:
1. CLARB's Exam Eligibility Standard (Updated)
2. LARE California and National Pass Rates

COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS

CLARB's New Exam Eligibility Standard



The CLARB exam eligibility standard was recently updated and approved by the Board of Directors. The new standard requires that candidates either have an accredited degree in landscape architecture or get approval from their jurisdiction's board before beginning the exam. The new standard addresses some jurisdictions' concerns by meeting the education requirements in every Member jurisdiction and recognizes alternate paths for those boards that have them. In addition, the new standard streamlines the entry requirements, which we believe will be more clear and understandable for candidates since 90% of candidates have an accredited degree.

Beginning with the December 2015 administration, all candidates, even those currently in the exam process, will be held to the new standard. With input from Member Boards, CLARB has created a process (shown in the graphic above), which will begin in September when registration for the December administration opens.

With the new exam eligibility standard and direct application, a jurisdiction can reduce its administrative work as well as candidates' confusion about their eligibility and the exam process -- in turn enabling candidates to enter the exam pipeline sooner.

Should your board want to consider moving to direct application, CLARB is here to help you with the transition. Please **contact Rebecca Moden** by Wednesday, July 1 with any questions or concerns.

Landscape Architect Registration Examination (LARE)
California and National Pass Rates

LARE Sections

1 - Project and Construction Administration
2 - Inventory and Analysis
3 - Design
4 - Grading, Drainage and Construction Documentation

2013	April 8-20							August 19-30							December 1-13							Total						
	California			National				California			National				California			National				California			National			
Section	Total	Pass	%	Total	Pass	%	Diff.	Total	Pass	%	Total	Pass	%	Diff.	Total	Pass	%	Total	Pass	%	Diff.	Total	Pass	%	Total	Pass	%	Diff.
1	56	44	79%	352	289	82%	-3%	35	23	66%	248	191	77%	-11%	40	30	75%	281	196	69%	6%	131	97	74%	881	676	77%	-3%
2	48	30	63%	320	222	69%	-6%	42	29	69%	258	191	74%	-5%	42	24	57%	249	162	65%	-8%	132	83	63%	827	575	70%	-7%
3	36	23	64%	253	178	70%	-6%	27	20	74%	213	160	75%	-1%	24	15	63%	249	179	72%	-9%	87	58	67%	715	517	72%	-5%
4	52	27	52%	325	186	57%	-5%	31	22	71%	254	140	55%	16%	22	8	36%	298	164	55%	-19%	105	57	54%	877	490	56%	-2%

2014	March 31-April 12							August 18-30							December 1-13							Total						
	California			National				California			National				California			National				California			National			
Section	Total	Pass	%	Total	Pass	%	Diff	Total	Pass	%	Total	Pass	%	Diff.	Total	Pass	%	Total	Pass	%	Diff.	Total	Pass	%	Total	Pass	%	Diff.
1	46	33	72%	351	260	74%	-2%	59	40	68%	303	203	67%	1%	53	39	74%	296	219	74%	0%	158	112	71%	950	682	72%	-1%
2	47	26	55%	326	222	68%	-13%	46	32	70%	271	192	71%	-1%	58	40	69%	314	223	71%	-2%	151	98	65%	911	637	70%	-5%
3	28	22	79%	275	215	78%	1%	34	17	50%	251	175	70%	-20%	37	28	76%	250	180	72%	4%	99	67	68%	776	570	73%	-5%
4	48	28	58%	338	210	62%	-4%	46	24	52%	271	159	59%	-7%	37	14	38%	301	163	54%	-16%	131	66	50%	910	532	58%	-8%

2015	April 6-18							August 3-15							November 30 - December 13							Total						
	California			National				California			National				California			National				California			National			
Section	Total	Pass	%	Total	Pass	%	Diff	Total	Pass	%	Total	Pass	%	Diff.	Total	Pass	%	Total	Pass	%	Diff.	Total	Pass	%	Total	Pass	%	Diff.
1	61	41	67%	420	327	77%	-10%	42	27	64%	258	185	72%	-8%	77	62	81%	373	283	76%	5%	180	130	72%	1051	795	76%	-3%
2	64	37	58%	380	269	70%	-12%	45	32	71%	286	208	73%	-2%	66	42	64%	349	258	74%	-10%	175	111	63%	1015	735	72%	-9%
3	50	37	74%	343	260	75%	-1%	39	22	56%	285	208	73%	-17%	47	28	60%	317	228	72%	-12%	136	87	64%	945	696	74%	-10%
4	50	25	50%	348	201	57%	-7%	53	35	66%	301	201	67%	-1%	52	32	62%	346	218	63%	-1%	155	92	59%	995	620	62%	-3%

The next administration of the LARE will be held on April 4-16, 2016.

Agenda Item H

DISCUSS AND POSSIBLE ACTION ON STRATEGIC PLAN OBJECTIVE TO REVIEW CALIFORNIA CODE OF REGULATIONS, SECTIONS 2624 (EXPIRED LICENSE – THREE YEARS AFTER EXPIRATION) AND 2624.1 (EXPIRED LICENSE – FIVE YEARS AFTER EXPIRATION) AND ASSESS WHETHER ANY REVISIONS ARE NEEDED TO THE REGULATIONS, PROCEDURES, AND INSTRUCTIONS FOR EXPIRED LICENSE REQUIREMENTS

The Landscape Architects Technical Committee's (LATC) Strategic Plan contains an objective to "assess whether any revisions are needed to the regulations, procedures, and instructions for expired license requirements." At the August 6, 2015 LATC meeting, the Committee directed staff to assess whether the California Architects Board's (Board) procedures for reviewing a request for re-licensure should be considered to be used by LATC.

A summary of the re-licensure procedures followed by LATC, Board, two additional licensing boards within the Department of Consumer Affairs and six other landscape architecture licensing boards was presented at the November 17, 2015 LATC meeting. After review, the Committee directed staff to research re-licensure procedures of additional licensing boards. In response to the Committee's request, staff revised the attached chart to include re-licensure procedures of ten additional state licensing boards. Of the sixteen landscape architect boards researched, Arizona is the only state that requires applicants to retake the national examination in order to become relicensed. However, Arizona waives this requirement if the applicant has been practicing in a professional capacity in another state within the last five years. The California Board for Professional Engineers, Land Surveyors, and Geologists allows engineering applicants to apply for a waiver of the reexamination requirement and the California Contractors State License Board requires applicants to take a state-specific examination.

At the November 17, 2015 meeting, the Committee also discussed the portfolio review process currently available to re-licensure applicants who hold a license that has been expired for more than three years but less than five years. The Committee expressed that the portfolio review can be subjective and may not be the best method to determine an individual's knowledge and skill level.

For reference, summaries of the re-licensure procedures followed by LATC and Board are included below.

Currently, an individual who has let their license lapse for more than three years but less than five years may submit a request for re-licensure without retaking the Landscape Architect Registration Examination (LARE). An applicant for re-licensure must submit a portfolio for the LATC's review that demonstrates their knowledge and skills in landscape architecture. If this review demonstrates to the LATC's satisfaction that the applicant is qualified to practice landscape architecture, the licensing examination or portions thereof, may be waived. Following the LATC's review, the applicant for re-licensure must take and pass any required sections of the LARE and the California Supplemental Examination (CSE) prior to becoming eligible for a new license.

The Board's current re-licensure procedures require the holder of a license that has been expired more than five years to pay all of the required application fees, and meet all of the requirements for obtaining an original license. An applicant who has submitted all required documentation is provided an application for the CSE. Upon passing the CSE, the applicant is eligible for re-licensure. Re-licensure applicants are not required to retake the Architect Registration Examination (national examination).

Attached are Business and Professions Code section (BPC) 5680.2 and California Code of Regulations sections (CCR) 2624 and 2624.1 and LATC's current Re-Licensure Procedures and Re-Licensure Review Guidelines. Also attached is BPC 5600.3 which outlines the Board's current re-licensure requirements.

At today's meeting, the LATC is asked to discuss the current re-licensure requirements of LATC, the Board and other boards to determine if modifications to California's re-licensure regulations, procedures, and instructions should be considered.

ATTACHMENTS:

1. Re-licensure Requirements of Other States and Boards
2. BPC 5680.2 (License Renewal-Three Years After Expiration)
3. CCR 2624 (Expired License-Three Years After Expiration)
4. CCR 2624.1 (Expired License-Five Years After Expiration)
5. LATC Re-Licensure Procedures
6. LATC Re-Licensure Review Guidelines
7. BPC 5600.3 (Failure to Renew Within Five Years; Issuance of New License; Conditions) Architects Practice Act

Re-licensure Requirements of Other States and Boards

State	Re-licensure Procedure	Require Applicants to Retake National Exam?
Arizona	The holder of an expired license may have to retest if he or she has not practiced in a professional capacity, i.e., in another state requiring registration, within the 5 years prior to seeking reinstatement. If the candidate reapplies within the 5 year window, then only payment of late fees are required for reapplication.	Only if applicant has not practiced in a professional capacity within the 5 years prior to application for reinstatement.
Georgia	A license that has been expired for more than 6 months can be reinstated by paying a reinstatement fee of $200 and providing proof of continuing education required by the Board.	No
Idaho	A license which is not reinstated within 5 years after expiration may not be reinstated. The individual can apply for new registration subject to current requirements.	No
Illinois	A license that has been expired for more than 5 years, can be restored by: paying restoration fees, completing continuing education within the 2 years prior to application; and submitting either: (1) certificate of active practice in another jurisdiction; (2) proof of military service during the lapsed period; (3) proof of passing the LARE during the lapsed period; or, (4) proof of employment under the direct supervision of a landscape architect during the lapsed period.	No
Iowa	A license that has been expired for more than 2 years can be reactivated by: paying $25 for each month that the license was expired up $750: paying the current renewal fee; providing a written statement of the professional activities engaged in while the license was expired; and completing continuing education as required by the Board (no more than 48 hours).	No
Montana	A license which is not reinstated within 2 years after expiration may not be reinstated. The individual can apply for new registration subject to current requirements.	No
Nevada	A certificate which is not reinstated within 3 years after expiration may not be reinstated. The individual can apply for new registration subject to current requirements.	No
New York	Landscape architects are licensed for life unless license is suspended, revoked, or annulled by the Board. In order to practice, licensee must be currently registered. Registration is for a 3 year period. To become re-registered after a lapse in practice, the landscape architect must send proof of meeting CE requirements in place when registration expired (usually 36 hours for a 3 year period) and must send proof of 1 hour of continuing education (CE) for each month, up to an additional 36 hours of CE (total of 72 hours).	No

North Carolina	A candidate whose license has been expired for more than 5 years must pay a reinstatement application fee: write a notarized letter explaining why the license was allowed to expire; provide 3 confidential references and employer verification during the expired period; and provide proof of continuing education.	No
Pennsylvania	A licensee who wishes to reactivate a lapsed license or who has been on inactive status shall have completed the required number of clock hours of continuing education in the 2-year period immediately prior to reactivation.	No
Ohio	Reinstatement requires payment of all back fees and penalties plus completion of one renewal period of continuing education.	No
Oregon	If registration is not renewed or reinstated within 5 years of last renewal due date, then the registration expires. The individual cannot renew an expired registration but can apply for new registration subject to current requirements.	No
South Carolina	A license which is not reinstated within 2 years after expiration may not be reinstated. The individual can apply for new registration subject to current requirements.	No
Utah	A license which is not reinstated within 2 years after expiration may not be reinstated. The individual can apply for new registration subject to current requirements. Applicant must also demonstrate current in CE requirements.	No
Virginia	A license expired more than 6 months but less than 5 years can be reinstated by paying the renewal fee plus $100. After 5 years, reinstatement requires payment of the renewal fee plus $250.	No
Washington	Applicant returning to active status from less than 5 years of inactive status, must send to the department: letter requesting reactivation, current renewal fee and evidence of completion of 24 professional development hours (PDHs). Applicant returning to active status after 5 years of inactive status, must send to the department: a letter requesting reinstatement, current renewal fee plus late penalty fee, a review of laws related to the practice of landscape architecture, and evidence of completion of 24 PDHs.	No
California Architects Board	The holder of a license that has been expired more than five years must pay all of the required application fees, and meet all of the requirements for obtaining an original license. An applicant who has submitted all required documentation is provided an application for the CSE. Upon passing the CSE, the applicant is eligible for re-licensure.	No
California Board for Professional Engineers, Land Surveyors, and Geologists	Certificate which is not reinstated within 3 years of expiration can be renewed if holder: a. Takes and passes examination that would be required if applying for the first time, or otherwise establishes to the satisfaction of the board that, with due regard for the public interest, he or she is	Yes, unless waived by Board.

Re-licensure Requirements of Other States and Boards

(BPELSG)	qualified to practice the branch of engineering in which he or she seeks renewal or reinstatement. The application for waiver of examination involves submitting professional references and a letter explaining circumstances of expired certificate and work completed since expiration for review by BPELSG staff. b. Pays all fees that would be required if applying for the first time. If holder has been practicing in state with an expired or delinquent license and receives a waiver from taking the examination then must pay all accrued and unpaid renewal fees.	
California Contractors State License Board	License which is not renewed within 5 years after expiration may not be reinstated. Individual can apply for a new license subject to current requirements.	N/A, state specific exam may be required.

California Business and Professions Code
Landscape Architects Practice Act

§ 5680.2 License Renewal-Three Years After Expiration

A license which is not renewed within three years after its expiration may not be renewed, restored, reissued, or reinstated thereafter, but the holder of the license may apply for and obtain a new license if:

(a) No fact, circumstance, or condition exists which, if the license were issued, would justify its revocation or suspension.

(b) The applicant pays all of the fees which would be required of the applicant if the applicant were then applying for the license for the first time.

(c) The applicant takes and passes the examination which would be required of the applicant if the applicant were then applying for the license for the first time, or otherwise establishes to the satisfaction of the board that the applicant is qualified to practice landscape architecture.

The board may, by regulation, authorize waiver or refund of all or any part of the examination fee in those cases in which a license is issued without an examination under this section.

California Code of Regulations, Title 16, Division 26

2624. Expired License-Three Years After Expiration

An applicant whose landscape architect license has been expired for more than three years but less than five years shall be eligible for a new license upon:

(a) Complying with the provisions of Business and Professions Code Section 5680.2;

(b) Completing the re-licensure application process as follows:

(1) Submitting application for examination and all fees required of first-time applicants (see sections 2610 and 2649);

(2) Submitting work samples and supporting materials that demonstrate applicant's current knowledge and experience in landscape architecture; and

(3) Passing current sections of the national licensing examination, if any, designated by the Landscape Architects Technical Committee,

(c) Passing the California Supplemental Examination.

California Code of Regulations, Title 16, Division 26

2624.1 Expired License-Five Years After Expiration.

An applicant whose landscape architect license has been expired for more than five years shall be eligible for a new license upon:

(a) Complying with the provisions of Business and Professions Code section 5680.2, subdivisions (a) and (b) (see also sections 2610 and 2649);

(b) Passing the current national licensing examination; and

(c) Passing the California Supplemental Examination.

DEPARTMENT OF CONSUMER AFFAIRS
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
CALIFORNIA ARCHITECTS BOARD
Public Protection through Examination, Licensure, and Regulation

Governor
Edmund G. Brown Jr.

RE-LICENSURE PROCEDURES

Pursuant to Business and Professions Code (BPC) section 5680.2 and California Code of Regulations section 2624, a landscape architect license which is not renewed within three years after its expiration, may not be renewed, restored, reissued, or reinstated thereafter; however, an applicant whose license has been expired for more than three years but less than five years shall be eligible for a new license if:

1. No fact, circumstance, or condition exists which, if the license were issued, would justify its revocation or suspension,

2. The applicant pays all of the fees which would be required of the applicant if the applicant were then applying for the license for the first time,

3. The applicant takes and passes the examination which would be required of the applicant if the applicant were then applying for the license for the first time, or otherwise establishes to the satisfaction of the Landscape Architects Technical Committee (LATC) that the applicant is qualified to practice landscape architecture, and

4. The applicant takes and passes the California Supplemental Examination (CSE).

In order for you to legally practice landscape architecture in California, it will be necessary to obtain a new landscape architect license. As outlined below, you may submit an eligibility application, CSE application, and portfolio for the LATC's review that demonstrates your knowledge and skills in landscape architecture. If this review demonstrates to the LATC's satisfaction that you are qualified to practice landscape architecture, the licensing examination or portions thereof, may be waived. This option is available only to those individuals whose license has been expired for more than three (3) years but less than five (5) years. Be advised that there are specific conditions associated with the portfolio review option.

The LATC requires that your portfolio include your most current work samples. If the samples are for work performed in California ***after*** the expiration of your license, such work may constitute unlicensed activity, a violation of BPC section 5640, and grounds for denial of a new license. However, where the unlicensed activity is not of a serious nature (e.g., does not involve consumer harm or a pattern of disregard for the licensing laws), the LATC may choose to address the unlicensed activity by issuance of an administrative citation and the imposition of a fine rather than denial of the license application.

If you believe you qualify for a new license under the portfolio review alternative, thoroughly read and follow the instructions on the subsequent pages. **Your portfolio packet must be complete when submitted**. Receipt of additional material after receipt of original packet will not be accepted.

INSTRUCTIONS FOR COMPLETING THE RE-LICENSURE APPLICATION PACKET

Portfolio packages must be received 60 days prior to the LATC meeting at which they will be considered. Visit www.latc.ca.gov for meeting schedule. Portfolio packets received after that time will be reviewed at the next scheduled LATC meeting. All materials submitted become the property of the LATC and will not be returned. You will be notified of the decision of the LATC within 30 days of the meeting at which your information was reviewed.

To be considered for a new license, you must submit the following fees and documents:

1. A completed Eligibility Application and CSE application.

2. A check payable to the LATC in the amount of $345, to cover the eligibility application fee ($35), the California Supplemental Examination (CSE) application fee ($35), and the CSE fee ($275).

3. A statement to explain the circumstances of your expired license.

4. Vitae/resume of relevant professional practice and educational experience to date. Please list in chronological order.

5. A minimum of two references from landscape architects licensed in California to verify the period of your work experience since your license expired.

6. Work samples that demonstrate your current knowledge and experience in the practice of landscape architecture. Please submit two copies of each work sample.

The work samples must be complete and meet the criteria listed below.

1. Please submit your <u>most recent</u> work. Work submitted must be your own work. If part of the work samples includes work other than your own, clearly identify the work you personally performed.

2. All work samples must be dated.

3. Each work sample must include a brief description and the content must be self-evident. Label, or in some manner, identify the category under which each work sample is to be considered.

4. Place your signature or initials on every page of each work sample submitted.

5. Submit work samples in a manner that demonstrates your knowledge, skills and abilities under each category as described below.

WORK SAMPLE CATEGORIES

Project and Construction Management

- Project Management
  - Determine Project Scope and Client Requirements
  - Establish and Monitor Project Budgets (or Statement of Probable Cost)
  - Establish Scope of Services and Required Outside Expertise
  - Develop Program
  - Prepare and Review Contractual Agreements
  - Coordinate Topographical Survey and Develop Project Base Map
  - Establish Project Schedule
  - Facilitate Meetings (e.g. staff, government regulations, consultants, clients)
  - Coordinate Other Discipline's Documents
  - Document Design Decisions and Project Base Map
  - Prepare Technical Memorandum and Graphics
  - Obtain Input from Stakeholders Regarding Project
  - Coordinate Construction Documents (internally, with clients, and with other consultants)
- Bidding and Construction
  - Respond to Bidder Requests for Information
  - Issue Addenda to Construction Documents
  - Participate in Construction Meetings
  - Respond to Contractor Requests for Information
  - Review and Respond to Shop Drawings
  - Prepare Change Orders
  - Conduct Construction Site Review and Documentation
  - Perform Substantial Completion Inspection
  - Perform Final Inspection

Inventory and Analysis

- Site Inventory
  - Determine Applicable Codes, Regulations, and Permitting Requirements
  - Conduct Onsite Investigation
  - Collect and Record Site Inventory
  - Identify Gaps and Deficiencies
- Analysis of Existing Conditions
  - Analyze Codes and Regulations for Design Impact
  - Perform Site Use Analysis
  - Perform Circulation Analysis
  - Interpret Utility Analysis
  - Perform View Analysis
  - Perform Microclimate Analysis
  - Interpret Floodplain Conditions
  - Perform Vegetation Analysis
  - Perform Solar Analysis
  - Interpret Ecological Analysis (e.g. habitat, biodiversity)
  - Perform a Slope Analysis
  - Interpret Soil Analysis
  - Interpret Geotechnical Analysis
  - Perform Small-Scale Surface Hydrological Analysis
  - Interpret Stakeholder Input
  - Analyze On and Offsite Relationships

Design

- Concept Development
  - Synthesize Site Opportunities and Constraints
  - Refine Program
  - Create Design Alternatives
  - Analyze Design Alternatives
  - Develop Concept Narrative
  - Refine Conceptual Design(s)

- Prepare Conceptual Renderings
- Design Development
  - Develop Master Plan Documents (e.g. land-use, circulation, phasing plan, and guidelines)
  - Perform Earthwork Analysis
  - Refine the Preferred Design Alternative
  - Develop Preliminary Site Plans, Sections, and Details
  - Prepare Illustrative Graphics (e.g. perspectives, elevations, plans, sections)
  - Investigate, Verify Availability, and Select Design Materials and Component

Grading, Drainage and Construction Documentation

- **Exam**
  - Prepare Existing Conditions Plan
  - Prepare Demolition and Removal Plan
  - Prepare Site Protection and Preservation Plans (e.g. soil, existing features, existing pavements, historic elements, vegetation)
  - Prepare Erosion and Sediment-Control Plan
  - Prepare Layout and Materials Plan
  - Prepare Grading Plan
  - Prepare Stormwater Management Plan
  - Prepare Planting Plans
  - Prepare Project Sections and Profiles
  - Prepare Construction Details
  - Prepare General Contract and Bidding Specifications
  - Prepare Technical Specifications

In accordance with BPC section 5640, it is a misdemeanor, punishable by a fine of not less than ($100) nor more than ($5,000) or by imprisonment in the county jail not exceeding six months, or by both such fine and imprisonment, for any person, who, without possessing a valid, unrevoked license engages in the practice of landscape architecture or uses the title or term "landscape architect," "landscape architecture," "landscape architectural," or any other titles, words, or abbreviations that would imply or indicated that he or she is a landscape architect.

I, _____, declare under penalty of perjury under the laws of the State of California that all of the work samples submitted herein are exclusively my own work except where it is clearly identified which portion of the work samples is not my own.

_____ _____

Signature **Date**

DEPARTMENT OF CONSUMER AFFAIRS
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
CALIFORNIA ARCHITECTS BOARD
Public Protection through Examination, Licensure, and Regulation

Governor
Edmund G. Brown Jr.

Re-licensure Review

Date: _____ Reviewer:_____

Applicant's Name: _____ Date Application Received:_ _____

Expired license number: _____ Original Issue Date: _____ Expiration Date: _____

Instructions to Reviewer:

The following materials are included for your review:

- An Eligibility/Examination Application for First Time Candidates
- A statement explaining the circumstances pertaining to the expired license
- Vitae/resume of relevant professional practice and educational experience to date
- Two references from landscape architects licensed in California to verify the period of work experience since license expired
- Work samples that demonstrate applicant's current knowledge and experience in the practice of landscape architecture

List the date(s) of the work samples provided by the applicant:

_____

_____

Was landscape architectural work performed after license expired? ☐ Yes ☐ No

2420 Del Paso Road, Suite 105 • Sacramento, CA 95834 • P (916) 575-7230 • F (916) 575-7285
latc@dca.ca.gov • www.latc.ca.gov

Applicant: _____

Please check the appropriate box when indicating if work samples submitted demonstrate current knowledge and experience in the following categories (if required knowledge and experience in the specified category is clearly demonstrated, check 2; if it is met, check 1; if it is not met, check 0):

Project and Construction Management **Requirement Met** Yes ☐ No ☐

- Project Management 2 ☐ 1 ☐ 0 ☐
  - Determine Project Scope and Client Requirements
  - Establish and Monitor Project Budgets (or Statement of Probably Cost)
  - Establish Scope of Services and Required Outside Expertise
  - Develop Program
  - Prepare and Review Contractual Agreements
  - Coordinate Topographical Survey and Develop Project Base Map
  - Establish Project Schedule
  - Facilitate Meetings (e.g. staff, government regulators, consultants, clients)
  - Coordinate Other Discipline's Documents
  - Document Design Decisions and Project Communication
  - Prepare Technical Memorandum and Graphics
  - Obtain Input from Stakeholders Regarding Project
  - Coordinate Construction Documents (internally, with clients, and with other consultants)
- Bidding and Construction 2 ☐ 1 ☐ 0 ☐
  - Respond to Bidder Requests for Information
  - Issue Addenda to Construction Documents
  - Participate in Construction Meetings
  - Respond to Contractor Requests for Information
  - Review and Respond to Submittals
  - Review and Respond to Shop Drawings
  - Prepare Change Orders
  - Conduct Construction Site Review and Documentation
  - Perform Substantial Completion Inspection
  - Perform Final Inspection

Inventory and Analysis **Requirement Met** Yes ☐ No ☐

- Site Inventory 2 ☐ 1 ☐ 0 ☐
  - Determine Applicable Codes, Regulations, and Permitting Requirements
  - Conduct Onsite Investigation
  - Collect and Record Site Inventory
  - Identify Gaps and Deficiencies
- Analysis of Existing Conditions 2 ☐ 1 ☐ 0 ☐
  - Analyze Codes and Regulations for Design Impact
  - Perform Site Use Analysis
  - Perform Circulation Analysis
  - Interpret Utility Analysis
  - Perform View Analysis
  - Perform Microclimate Analysis
  - Interpret Floodplain Conditions
  - Perform Vegetation Analysis

- Perform Solar Analysis
- Interpret Ecological Analysis (e.g. habitat, biodiversity)
- Perform a Slope Analysis
- Interpret Soil Analysis
- Interpret Geotechnical Analysis
- Perform Small-Scale Surface Hydrological Analysis
- Interpret Stakeholder Input
- Analyze On and Offsite Relationships

Design **Requirement Met** Yes ☐ No ☐

♦ Concept Development 2 ☐ 1 ☐ 0 ☐

- Synthesize Site Opportunities and Constraints
- Refine Program
- Create Design Alternatives
- Analyze Design Alternatives
- Develop Concept Narrative
- Refine Conceptual Design(s)
- Prepare Conceptual Renderings

♦ Design Development 2 ☐ 1 ☐ 0 ☐

- Develop Master Plan Documents (e.g. land-use, circulation, phasing plan, and guidelines)
- Perform Earthwork Analysis
- Refine the Preferred Design Alternative
- Develop Preliminary Site Plans, Sections, and Details
- Prepare Illustrative Graphics (e.g. perspectives, elevations, plans, sections)
- Investigate, Verify Availability, and Select Design Materials and Component

Grading, Drainage and Construction Documentation **Requirement Met** Yes ☐ No ☐

♦ Exam 2 ☐ 1 ☐ 0 ☐

- Prepare Existing Conditions Plan
- Prepare Demolition and Removal Plan
- Prepare Site Protection and Preservation Plans (e.g. soil, existing features, existing pavements, historic elements, vegetation)
- Prepare Erosion and Sediment-Control Plan
- Prepare Layout and Materials Plan
- Prepare Grading Plan
- Prepare Stormwater Management Plan
- Prepare Planting Plans
- Prepare Project Sections and Profiles
- Prepare Construction Details
- Prepare General Contract and Bidding Specifications
- Prepare Technical Specifications

Applicant: _____

RECOMMENDATION

- Recommend the LATC approve the re-licensure application with the stipulation that the applicant take and pass the California Supplemental Examination. ☐

- Recommend the LATC deny the re-licensure application. Applicant must take and pass section(s) of the Landscape Architect Registration Examination as indicated below and the California Supplemental Examination. ☐

LARE Section(s) required if applicable: 1 _____ 2 _____ 3 _____ 4 _____

1: Project and Construction Management
2: Inventory and Analysis
3: Design
4: Grading, Drainage and Construction Documentation

Please list the basis for recommending section(s) of the LARE to be taken. (Use additional paper if necessary)

_____

_____

_____

_____

_____

_____

_____

Signature of Reviewer: _____ Date: _____

California Business and Professions Code
Architects Practice Act

§ 5600.3 Failure to Renew Within Five Years; Issuance of New License; Conditions

A license which is not renewed within five years after its expiration may not be renewed, restored, reissued, or reinstated thereafter. The holder of the expired license may apply for and obtain a new license only if he or she pays all of the fees, and meets all of the requirements set forth in this chapter for obtaining an original license, except as follows:

(a) An examination shall not be required if the expired license was issued without an examination.
(b) Examination may be waived by the board if it finds that with due regard for the public interest, the holder of the expired license is qualified to practice architecture.
(c) The holder of the expired license shall not be required to meet the qualifications set forth in this chapter relating to education.

The board may, by regulation, authorize the waiver or refund of all or any part of the application fee paid by a person to whom a license is issued without an examination under this section.

Agenda Item I

DISCUSS AND POSSIBLE ACTION ON STRATEGIC PLAN OBJECTIVE TO REVIEW CALIFORNIA CODE OF REGULATIONS, SECTION 2620 TO EXPAND CREDIT FOR EDUCATION EXPERIENCE TO INCLUDE DEGREES IN RELATED AREAS OF STUDY

The Landscape Architects Technical Committee's (LATC) Strategic Plan contains an objective which directs it to "Review California Code of Regulations (CCR), section 2620 to expand credit for education experience to include degrees in related areas of study." Currently, credit is granted for degrees or approved extension certificates in landscape architecture and architecture degrees accredited by the National Architectural Accreditation Board. Below is a summary of the LATC's prior evaluation of alternative degrees.

An Education Subcommittee was formed August 2004 and charged with evaluating California's eligibility requirements for the national Landscape Architect Registration Examination (LARE); to ensure that applicants have appropriate educational and training/work experience before the examination is taken. Specifically, the Subcommittee was to determine appropriate levels of experience as they relate to: 1) public health, safety and welfare in California, and 2) successfully preparing applicants for the examination. The Subcommittee met between October 8, 2005 and February 27, 2007. After subsequent meetings with the LATC and the California Architects Board (Board), the recommendations were shared with the California Council of the American Society of Landscape Architects and approved by the LATC on May 4, 2007 and the Board on June 15, 2007.

The Subcommittee discussed the acceptance of various "related" degrees that are either recognized by other states or were identified by Subcommittee members and/or LATC staff. Consideration of accepting degrees related to landscape architecture was a result of the following: 1) Joint Legislative Sunset Review Committee (JLSRC) previously raised concerns regarding the fact that, prior to 1997, California applicants could receive educational credit for holding any type of bachelor's degree with a four-year curriculum; 2) Board grants educational credit for designated degrees related to architecture and unrelated degrees; 3) review of the neighboring and larger landscape architectural licensing jurisdictions (New York, Florida, Texas, Arizona, Hawaii, Nevada, New Mexico, Oregon, and Washington) revealed that at least six out of those nine jurisdictions recognize degrees related to landscape architecture; and 4) at the time, Council of Landscape Architectural Registration Boards (CLARB) allowed applicants to sit for the licensing examination with any type of bachelor's degree, plus three years of diversified experience under the direct supervision of a licensed landscape architect.

After extensive review of the research material and discussion at the June 17, 2005 meeting, the Subcommittee recommended that LATC accept accredited bachelor's degrees in architecture and civil engineering to satisfy the education requirement for examination eligibility with a caveat of conducting further research on other related degree programs. At the December 2, 2005 meeting, the Subcommittee discussed the additional research and agreed to recommend acceptance of accredited professional degrees in architecture and civil engineering (undergraduate and graduate

degrees), as those degrees emphasize the acquisition of critical thinking and technical skills that are necessary to address health, safety, and welfare issues and are essential to the practice of landscape architecture. The Subcommittee agreed to recommend one-year of educational credit be granted for completion of these degree programs.

The Subcommittee felt there was not clear and/or comparable rationale for granting similar credit for other related degree programs based on their insufficient curriculum and/or lack of accreditation standards. For example, urban design and horticulture degrees were considered and not included in this recommendation because they are either non-accredited or the coursework is not specifically related to the practice of landscape architecture. One year of educational credit was agreed upon because the Subcommittee determined the curricula examined for such degree programs did not include sufficient specific exposure to landscape architecture related topics, but did address a certain measure of critical thinking and technical skills that are necessary to address health, safety and welfare issues related to the practice of landscape architecture.

The LATC presented the final findings and recommendations to the Board at its meeting on June 7, 2006. At this meeting, the Board questioned education credit parity between architects and landscape architects. As a result of the Board's parity question, the Education Subcommittee reconvened on November 8, 2006 and agreed to research the parity issue as it pertained to education curriculum for architects and civil engineers. At its February 27, 2007 meeting, the Subcommittee discussed the education curriculum research and decided to revise their earlier recommendation and recommend acceptance of accredited professional degrees in architecture and not in civil engineering. Along with their earlier belief in critical thinking and technical skills, the Subcommittee also believed there were similar curriculum elements in the architectural degree programs in comparison to the landscape architecture programs and that it would warrant educational credit.

Attached is CCR section 2620 (Education and Training Credits), the Education Subcommittee final report, and a chart of degrees currently accepted by all CLARB jurisdictions. Of CLARB's 52 member board jurisdictions, 31 grant experience credit for accredited engineering degrees and 28 grant experience credit for any bachelor's degree. These jurisdictions require candidates to have additional experience credit in combination with their alternative degree to be eligible for licensure. Among these jurisdictions, the amount of additional experience credit required of candidates who hold an engineering degree ranges from 4 to 10 years with an average of 5 years.

At today's meeting, the Committee is asked to review the information presented and determine if any degrees in related areas of study should be considered to meet California's education requirement.

ATTACHMENTS:

1. CCR Section 2620 (Education and Training Credits)
2. Education Subcommittee Final Report: The Evaluation of Education and Experience Requirements to Examine for Licensure
3. Degrees Accepted by CLARB Jurisdictions for Initial Licensure

California Code of Regulations, Title 16, Division 26

2620. Education and Training Credits

The Board's evaluation of a candidate's training and educational experience is based on the following table:

Experience Description	Education Max. Credit Allowed	Training and/or Practice Max. Credit Allowed
(a) Experience Equivalent:		
(1) Degree in landscape architecture from an approved school.	4 years	
(2) Degree in landscape architecture from a non-approved school.	3 years	
(3) Extension certificate in landscape architecture from an approved school.	2 years	
(4) Associate degree in landscape architecture from a community college which consists of at least a 2-year curriculum.	1 year	
(5) Extension certificate as specified in subdivision (a)(3) and a degree from a university or college which consists of a 4-year curriculum.	4 years	
(6) Associate degree from a college specified in subdivision (a)(4) and an extension certificate as specified in subdivision (a)(3) of this section.	3 years	
(7) Partial completion of a degree in landscape architecture from an approved school.	1 year	
(8) Partial completion of an extension certificate in landscape architecture from an approved school where the applicant has a degree from a university or college which consists of a four-year curriculum.	1 year	

Experience Description	Education Max. Credit Allowed	Training and/or Practice Max. Credit Allowed
(9) A degree in architecture which consists of at least a four-year curriculum that has been accredited by the National Architectural Accrediting Board.	1 year	
(10) Self employment as, or employment by, a landscape architect licensed in the jurisdiction where the experience occurred shall be granted credit on a 100% basis.		5 years
(11) Self employment as, or employment by, a licensed architect or registered civil engineer in the jurisdiction where the experience occurred shall be granted credit on a 100% basis.		1 year
(12) Self employment as a California licensed landscape contractor or a licensed landscape contractor in another jurisdiction where the scope of practice for landscape contracting is equivalent to that allowed in this state pursuant to Business and Professions Code Section 7027.5 and Cal. Code Regs. Title 16, Section 832.27 shall be granted credit on a 100% basis		4 years

(b) Education credits

(1) Candidates shall possess at least one year of educational credit to be eligible for the examination.

(2) A degree from a school with a landscape architecture program shall be defined as one of the following:

(A) Bachelor of Landscape Architecture.

(B) Bachelor of Science in landscape architecture.

(C) Bachelor of Arts in landscape architecture.

(D) Masters degree in landscape architecture.

(3) The maximum credit which may be granted for a degree or combination of degrees from an approved school shall be four years of educational credit.

(4) A degree from a school with a landscape architecture program shall be deemed to be approved by the Board if the landscape architectural curriculum has been approved by

the Landscape Architectural Accreditation Board (LAAB) as specified in its publication: "Accreditation Standards And Procedures" dated February 6, 2010 or the Board determines that the program has a curriculum equivalent to a curriculum having LAAB accreditation.

(5) For purposes of subdivisions (a)(7) and (8), "partial completion" shall mean that the candidate completed at least 80 percent of the total units required for completion of the 4-year degree or extension certificate program.

(6) Except as provided in subdivisions (a)(7) and (8), no credit shall be granted for academic units obtained without earning a degree or extension certificate under categories of subdivisions (a)(1), (2), (3) or (4) of this section.

(7) A candidate enrolled in a degree program where credit earned is based on work experience courses (e.g., internship or co-op program) shall not receive more than the maximum credit allowed for degrees under subdivisions (a)(1), (2) or (3) of this section.

(8) Except as specified in subdivision (a)(5) and (6) of this section, candidates with multiple degrees shall not be able to accumulate credit for more than one degree.

(9) The Board shall not grant more than four years of credit for any degree or certificate or any combination thereof for qualifying educational experience.

(c) Training Credits

(1)(A) Candidates shall possess at least two years of training/practice credit to be eligible for the examination.

(B) At least one of the two years of training/practice credit shall be under the direct supervision of a landscape architect licensed in a United States jurisdiction, and shall be gained in one of the following forms:

1. After graduation from an educational institution specified in subdivisions (a)(1), (2), (3) or (4) of this section.
2. After completion of education experience specified in subdivisions (a)(7) and (8) of this section.

(C) A candidate shall be deemed to have met the provisions of subdivision (c)(1)(B) if he or she possesses a degree from a school specified in subdivision (a)(1) and has at least two years of training/practice credit as a licensed landscape contractor or possesses a certificate from a school specified in subdivision (a)(3) and has at least four years of training/practice credit as a licensed landscape contractor.

(2) Candidates shall be at least 18 years of age or a high school graduate before they shall be eligible to receive credit for work experience.

(3) A year of training/practice experience shall consist of 1500 hours of qualifying employment. Training/practice experience may be accrued on the basis of part-time employment. Employment in excess of 40 hours per week shall not be considered.

(d) Miscellaneous Information

(1) Independent, non-licensed practice or experience, regardless of claimed coordination, liaison, or supervision of licensed professionals shall not be considered.

(2) The Board shall retain inactive applications for a five (5) year period. Thereafter, the Board shall purge these records unless otherwise notified by the candidate. A candidate who wishes to reapply to the Board, shall be required to re-obtain the required documents to allow the Board to determine their current eligibility.

Authority cited: Section 5630, Business and Professions Code. Reference: Section 5650, Business and Professions Code.

LANDSCAPE
ARCHITECTS
TECHNICAL
COMMITTEE

Landscape Architects Technical Committee

The Evaluation of Education and Experience Requirements to Examine for Licensure

January 2010

Credits and Contact Information

The Landscape Architects Technical Committee would like to thank the Education Subcommittee volunteers for all their time, effort, and long-term commitment to the report.

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Approved January 2010

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December 2006 – DCA Office of Examination Resources, California Validation Report
2006 - Thompson Prometric National Task Analysis

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EXECUTIVE SUMMARY

The Landscape Architects Technical Committee (LATC) formed an Education Subcommittee in 2004 in response to the Joint Legislative Sunset Review Committee's recommendation to further evaluate California's eligibility requirements and access to landscape architecture licensure in California. The intent of the evaluation was to ensure that applicants have appropriate educational and training/work experience prior to taking the required examination. Specifically, the Subcommittee was to determine appropriate levels of landscape architecture education and training preparation as related to public health, safety, and welfare in California and successfully preparing applicants for the examination.

As part of its charge, and with the assistance of LATC staff, the Educational Subcommittee also provides a comparative analysis of several related discipline's eligibility requirements as part of their assessment and basis for recommendations that were then vetted, modified and approved by the LATC and the California Architects Board (CAB):

- Council of Landscape Architectural Regulatory Boards (CLARB's) national eligibility requirements
- Eligibility requirements of neighboring and larger licensing jurisdictions
- Eligibility requirements of other design professional boards (CAB and Board for Professional Engineers and Land Surveyors)
- Eligibility requirements pertaining to the type and duration of training/work experience
- Any additional licensure requirements of other jurisdictions that may pertain to the subcommittee's charge including requirements for reciprocity
- Curricula of California landscape architectural programs with specific attention to licensing examination subject matter

List of Recommended Changes as Approved by Landscape Architects Technical Committee and California Architects Board

The following are the summary recommendations that were initiated by the Education Subcommittee with subsequent review and approval by the LATC and CAB. They were developed in response to the Joint Legislative Sunset Review Committee's findings regarding increasing access to landscape architecture licensure.

- Accept accredited professional architecture degree as meeting the education requirement for eligibility
- Based on a transcript review of major and support courses, grant credit for partial completion of an accredited landscape architecture degree allowing minimum "education" eligibility for examination
- Allow early eligibility to begin examination, prior to meeting work experience requirements, for candidates with an accredited degree or approved extension certificate in landscape architecture
- Develop and implement a candidate education/ experience tracking system and reciprocity candidate tracking system to collect objective data regarding preparation and success for examination
- Revise certificate of applicant's experience form to include more specific information regarding the preparation recommended for California examination and licensure
- Develop and communicate additional student/ candidate/educator/employer information regarding examination and California licensure

Other Eligibility Issues Reviewed and Retained

The LATC thoroughly assessed the full spectrum of education and experience requirements and determined that the following should remain unchanged.

- Retain the six-year education/experience requirements
- Retain credit for associate degrees in landscape architecture
- Retain current reciprocity requirements
- Not implement a rolling time clock to limit the number of years for a candidate to obtain licensure
- Not allow licensure with work experience alone
- Not provide credit for teaching and research experience

As a result of the review, it was determined that further outcome assessment regarding candidate examination success and preparation would be needed to determine if additional modification to the eligibility requirements may be warranted. The Subcommittee recommended that additional candidate tracking procedures be implemented to provide the necessary data.

Intent of Recommendations

The LATC anticipates that implementing the recommendations will improve access to qualified individuals interested in becoming landscape architects. Examples of expanded eligibility access include:

- Applicants with an accredited degree in architecture will be determined to have met the educational access component for examination eligibility
- Applicants who can demonstrate successful completion of a majority of an accredited landscape architecture degree, will be determined to have met the minimum educational access component for examination eligibility
- Candidates will be allowed access to the multiple choice sections of the national licensure examination upon graduation thereby encouraging a clear and continuous path to licensure
- LATC will be better able to identify specific correlations with education and work experience preparation requirements with examination success
- Information guide(s) will identify preparation expectations for licensure success in California for candidates, educators and students
- Candidates and employers will be better able to identify on-the-job duties that relate to LARE and California examination

BACKGROUND/HISTORY

History of Statutory and Regulatory Law

With the roots of the profession in North America dating back to 1860, California became the first U.S. jurisdiction to regulate the practice of landscape architecture in 1953 with the formation of the Board of Landscape Architects (BLA). In 1997, the BLA was sunset by the California Legislature and restructured in 1998 as the Landscape Architects Technical Committee (LATC) under the California Architects Board (CAB). Today, 49 states, two Canadian provinces, and Puerto Rico regulate the practice of landscape architecture. California has both a practice act, which precludes unlicensed individuals from practicing landscape architecture, and a title act, which restricts the use to the title "landscape architect" to those who have been licensed by the LATC.

There are currently more than 20,000 licensed landscape architects in the United States. The LATC licenses more than 3,700 landscape architects, who are responsible for the design and planning of millions of dollars worth of public sector, private development, and residential projects.

The Practice of Landscape Architects

Landscape architecture is a profession that involves planning and designing the use, allocation and arrangement of land and water resources through the creative application of biological, physical, mathematical, and social processes. Based on environmental, physical, social and economic considerations, landscape architects produce overall guidelines, reports, master plans, conceptual plans, construction contract documents, and construction oversight for landscape projects that create a balance between the needs and wants of people and the limitations of the environment. Specific services include city planning and development, environmental restoration, regional landscape planning, urban/town planning, park and recreation planning, ecological planning and design, landscape design, code research and compliance, cost analysis, and historic preservation. The decisions and performance of landscape architects affect the health, safety, and welfare of the client, as well as that of the public and environment. Therefore, it is essential that landscape architects meet minimum standards of competency.

The LATC's regulation of the practice of landscape architecture protects both direct consumers of landscape architectural services and the public at large – the millions of people who use or visit the spaces designed by landscape architects.[i]

The California Business and Professions Code defines the practice of landscape architecture as:

> **§ 5615. "Landscape Architect" — Practice of Landscape Architecture**
> "Landscape architect" means a person who holds a license to practice landscape architecture in this state under the authority of this chapter.
>
> A person who practices landscape architecture within the meaning and intent of this article is a person who offers or performs professional services, for the purpose of landscape preservation, development and enhancement, such as consultation, investigation, reconnaissance, research, planning, design, preparation of drawings, construction documents and specifications, and responsible construction observation. Landscape preservation, development and enhancement is the dominant purpose of services provided by landscape architects. Implementation of that purpose includes: (1) the preservation and aesthetic and functional enhancement of land uses and natural land features; (2) the location and construction of aesthetically pleasing and functional approaches and settings for structures and roadways; and, (3) design for trails and pedestrian walkway systems, plantings, landscape irrigation, landscape lighting, landscape grading and landscape drainage.
>
> Landscape architects perform professional work in planning and design of land for human use and enjoyment. Based on analyses of environmental physical and social characteristics, and economic considerations, they produce overall plans and landscape project designs for integrated land use.
>
> The practice of a landscape architect may, for the purpose of landscape preservation, development and enhancement, include: investigation, selection, and allocation of land and water resources for appropriate uses; feasibility studies; formulation of graphic and written criteria to govern the planning and design of land construction programs; preparation review, and analysis of master plans for land use and development; production of overall site plans, landscape grading and landscape drainage plans, irrigation plans, planting plans, and construction details; specifications; cost estimates and reports for land development; collaboration in the design of roads, bridges, and structures with respect to the functional and aesthetic requirements of the areas on which they are to be placed; negotiation and arrangement for execution of land area projects; field observation and inspection of land area construction, restoration, and maintenance.
>
> This practice shall include the location, arrangement, and design of those tangible objects and features as are incidental and necessary to the purposes outlined herein. Nothing herein shall preclude a duly licensed landscape architect from planning the development of land areas and elements used thereon or from performing any of the services described in this section in connection with the settings, approaches, or environment for buildings, structures, or facilities, in accordance with the accepted public standards of health, safety, and welfare."[ii]

Associated Professions

Architects

Architects are licensed by CAB. They research, plan, design, and administer building projects for clients, applying knowledge of design, construction procedures, zoning and building codes, and building materials. They consult with clients to determine functional and spatial requirements of new structure or renovation, and prepare information regarding design, specifications, materials, color, equipment, estimated costs, and construction time. They also plan the layout of the project and integrate engineering elements.

The California Business and Professions Code defines the practice of architecture as:

> **§ 5500.1 Practice of Architecture Defined**
> "(a) The practice of architecture within the meaning and intent of this chapter is defined as offering or performing, or being in responsible control of, professional services which require the skills of an architect in the planning of sites, and the design, in whole or in part, of buildings, or groups of buildings and structures.
> (b) Architects' professional services may include any or all of the following:
> (1) Investigation, evaluation, consultation, and advice.
> (2) Planning, schematic and preliminary studies, designs, working drawings, and specifications.
> (3) Coordination of the work of technical and special consultants.
> (4) Compliance with generally applicable codes and regulations, and assistance in the governmental review process.
> (5) Technical assistance in the preparation of bid documents and agreements between clients and contractors.
> (6) Contract administration.
> (7) Construction observation."

Under the Landscape Architects Practice Act, a licensed architect is exempt from the provisions of the Landscape Architects Practice Act except that an architect may not use the title "landscape architect" unless he or she holds a landscape architect license as required.

Civil Engineers

Civil engineers are licensed by the Board for Professional Engineers and Land Surveyors. They plan, design, and direct civil engineering projects, such as roads, railroads, airports, bridges, harbors, channels, dams, irrigation systems, pipelines, and power plants; analyze reports, maps, drawings, blueprints, tests, and aerial photographs on soil composition, terrain, hydrological characteristics, and other topographical and geologic data to plan and design a project. They calculate costs and determine feasibility of projects based on analysis of collected data, applying knowledge and techniques of engineering, and advanced mathematics.[iii]

The California Business and Professions Code defines the practice of civil engineer as:

> **§ 6701. Professional Engineer Defined**
> "'Professional engineer,' within the meaning and intent of this act, refers to a person engaged in the professional practice of rendering service or creative work requiring education, training and experience in engineering sciences and the application of special knowledge of the mathematical, physical and engineering sciences in such professional or creative work as consultation, investigation, evaluation, planning or design of public or private utilities, structures, machines, processes, circuits, buildings, equipment or projects, and supervision of construction for the purpose of securing compliance with specifications and design for any such work."
>
> **§ 6702. Civil engineer defined**

"'Civil engineer' as used in this chapter means a professional engineer in the branch of civil engineering and refers to one who practices or offers to practice civil engineering in any of its phases."

Under the Landscape Architects Practice Act, a licensed professional engineer is exempt from the provisions of the Landscape Architects Practice Act except that a licensed engineer may not use the title "landscape architect" unless he or she holds a landscape architect license as required.

Landscape Contractors

Landscape contractors are licensed by the Contractors State License Board, and must install their own designs or the design work of landscape architects. Landscape contractors cannot prepare independent landscape plans they do not install. A landscape contractor constructs, maintains, repairs, installs, or subcontracts the development of landscape systems and facilities for public and private gardens and other areas. In connection therewith, a landscape contractor prepares and grades plots and areas of land for the installation of any architectural, horticultural and decorative treatment or arrangement.

California Code of Regulations
Title 16, Division 8, Article 3. Classifications: C27 - Landscaping Contractor
"A landscape contractor constructs, maintains, repairs, installs, or subcontracts the development of landscape systems and facilities for public and private gardens and other areas which are designed to aesthetically, architecturally, horticulturally, or functionally improve the grounds within or surrounding a structure or a tract or plot of land. In connection therewith, a landscape contractor prepares and grades plots and areas of land for the installation of any architectural, horticultural and decorative treatment or arrangement."

Under the Landscape Architects Practice Act, a licensed landscape contractor may design systems and facilities for work to be performed and supervised by that landscape contractor. A licensed landscape contractor may not use the title "landscape architect" unless he or she holds a landscape architect license.

Landscape Designers

A landscape designer is unlicensed and may only prepare plans, drawings, and specifications for the selection, placement, or use of plants for single-family dwellings; and drawings for the conceptual design and placement of tangible objects and landscape features. Due to limitations provided in the Landscape Architects Practice Act regarding unlicensed practitioners, they may not prepare construction documents, details, or specifications for tangible landscape objects or landscape features or prepare grading and drainage plans for the alteration of sites. Unlicensed individuals may not use the title "landscape architect," "landscape architecture," "landscape architectural," or any other titles, words or abbreviations that would imply or indicate that he or she is a landscape architect.

Landscape Architects Technical Committee Actions

During the 1996 Joint Legislative Sunset Review Committee (JLSRC) review, it was recommended that Department of Consumer Affairs (DCA) review the six-year education and experience requirement to determine if it is justified. This review did not occur due to the sunset of the Landscape Architects Board in 1998.

The JLSRC 2004 Recommendations and the 2004 LATC Strategic Plan directed the LATC to identify examination eligibility issues, propose solutions and report to DCA and the Legislature if changes should be made to this requirement. The Strategic Plan further directs the LATC to, if necessary, modify examination eligibility requirements under California Code of Regulations (CCR), Title 16, Division 26, Section 2620, and prepare "guidelines" for meeting examination experience requirements.[iv]

An Education Subcommittee was formed August 2004 and charged with evaluating California's eligibility requirements for the national Landscape Architects Registration Examination (LARE) to ensure that applicants have appropriate educational and training/work experience before the examination is taken. Specifically, the Subcommittee's charge was to determine appropriate levels of experience as they relate to: 1) public health, safety and welfare in California, and 2) successfully preparing applicants for the examination. The Subcommittee met between October 8, 2005 and February 27, 2007. After subsequent meetings with the LATC and the California Architects Board (CAB), the recommendations were shared with the California Council of the American Society of Landscape Architects and approved by the LATC on May 4, 2007 and CAB on June 15, 2007. A summary of the meeting notes is included in Appendix C.

CURRENT LICENSURE STANDARD AND RECOMMENDED CHANGES

Statutory Law

California Business and Professions Code Section 5650-Examinations-Qualifications, Application, Fee states:

> "Subject to the rules and regulations governing examinations, any person, over the age of 18 years, who has had six years of training and educational experience in actual practice of landscape architectural work shall be entitled to an examination for a certificate to practice landscape architecture. A degree from a school of landscape architecture approved by the board shall be deemed equivalent to four years of training and educational experience in the actual practice of landscape architecture. Before taking the examination, a person shall file an application therefore with the executive officer and pay the application fee fixed by this chapter."

Regulatory Law

California Code of Regulations are stated below with the impact of the LATC recommended changes in ~~strike-out~~ / underline format:

§ 2615. Form of Examinations.

(a) (1) A candidate who has a combination of six years of education and training experience as specified in section 2620 shall be eligible and may apply for the Landscape Architect Registration Examination.

(2) Notwithstanding subdivision (a)(1), a candidate who has a Board approved degree in landscape architecture in accordance with section 2620(a)(1) or an extension certificate in landscape architecture from a Board approved school in accordance with section 2620(a)(3) shall be eligible and may apply for the multiple choice sections of the Landscape Architect Registration Examination.

(b) A candidate shall be deemed eligible and may apply for the California Supplemental Examination upon passing all sections of the Landscape Architect Registration Examination.

(c) All candidates applying for licensure as a landscape architect shall pass all sections of the Landscape Architect Registration Examination or a written examination substantially equivalent in scope and subject matter required in California, as determined by the Board, and the California Supplemental Examination subject to the following provisions:

~~(a)~~ (1) A candidate who is licensed as a landscape architect in a U.S. jurisdiction, Canadian province, or Puerto Rico by having passed a written examination substantially equivalent in scope and subject matter required in California as determined by the board shall be eligible for licensure upon passing the California Supplemental Examination.

~~(b)~~ (2) A candidate who is not a licensed landscape architect and who has received credit from a U.S. jurisdiction, Canadian province, or Puerto Rico for a written examination substantially equivalent in scope and subject matter required in California shall be entitled to receive credit for the corresponding sections of the Landscape Architect Registration Examination, as determined by the Board, and shall be eligible for licensure upon passing any remaining sections of the Landscape Architect Registration Examination and the California Supplemental Examination.

2620. Education and Training Credits-Operative on ~~January 1, 1997~~

The Board's evaluation of a candidate's training and educational experience is based on the following table:

Experience Description	Education Max. Credit Allowed	Training and/or Practice Max. Credit Allowed
(a) Experience Equivalent:		
(1) Degree in landscape architecture from an approved school.	4 years	

Experience Description	Education Max. Credit Allowed	Training and/or Practice Max. Credit Allowed
(2) Degree in landscape architecture from a non-approved school.	3 years	
(3) Extension certificate in landscape architecture from an approved school.	2 years	
(4) Associate degree in landscape architecture from a city/community college which consists of a least a 2-year curriculum.	1 year	
(5) Extension certificate as specified in subdivision (a)(3) and a degree from a university or college which consists of a 4-year curriculum.	4 years	
(6) Associate degree from a college specified in subdivision (a)(4) and an extension certificate as specified in subdivision (a)(3) of this section.	3 years	
(7) Partial completion of a degree in landscape architecture from an approved school.	1 year	
(8) Partial completion of an extension certificate in landscape architecture from an approved school where the applicant has a degree from a university or college which consists of a four-year curriculum.	1 year	
(9) A degree in architecture which consists of at least a four-year curriculum that has been accredited by the National Architectural Accrediting Board.	1 year	
(~~7~~10) Self employment as, or employment by, a landscape architect licensed in the jurisdiction where the experience occurred shall be granted credit on a 100% basis.		5 years
(~~8~~11) Self employment as, or employment by, a licensed architect or registered civil engineer in the jurisdiction where the experience occurred shall be granted credit on a 100% basis.		1 year
(~~9~~12) Self employment as a California licensed landscape contractor or a licensed landscape contractor in another jurisdiction where the scope of practice for landscape contracting is equivalent to that allowed in this state pursuant to Business and Professions Code Section 7027.5 and Cal. Code Regs. Title 16, Section 832.27 shall be granted credit on a 100% basis.		4 years

(b) Education Credits.

(1) Candidates shall possess at least one year of educational credit to be eligible for the examination.

(2) A degree from a school with a landscape architecture program shall be defined as one of the following:

(A) Bachelor of Landscape Architecture.

(B) Bachelor of Science in landscape architecture.

(C) Bachelor of Arts in landscape architecture.

(D) Masters degree in landscape architecture.

(3) The maximum credit which may be granted for a degree or combination of degrees from an approved school shall be four years of educational credit.

(4) A degree from a school with a landscape architecture program shall be deemed to be approved by the Board if the landscape architectural curriculum has been approved by the Landscape Architectural Accreditation Board (LAAB) as specified in its publication: "Accreditation Standards for Programs in Landscape Architecture" dated February 26, 1990 or the Board determines that the program has a curriculum equivalent to a curriculum having LAAB accreditation.

(5) For purposes of subdivisions (a)(7) and (8), "partial completion" shall mean that the candidate completed at least 80 percent of the total units required for completion of the 4-year degree or extension certificate program.

(~~3~~6) ~~No~~ Except as provided in subdivisions (a)(7) and (8), no credit shall be granted for academic units obtained without earning a degree or extension certificate ~~under categories of subsection (a)(1), (2), (3) or (4) of this section~~.

(~~4~~7) A candidate enrolled in a degree program where credit earned is based on work experience courses (e.g., internship or co-op program) shall not receive more than the maximum credit allowed for degrees under subdivision (a)(1), (2) or (3) of this section.

(~~5~~8) Except as specified in subdivision (a)(5) and (6) of this section, candidates with multiple degrees shall not be able to accumulate credit for more than one degree.

(~~6~~9) The Board shall not grant more than four years of credit for any degree or certificate or any combination thereof

for qualifying educational experience.

(c) Training Credits

(1)(A) Candidates shall possess at least two years of training/practice credit to be eligible for the examination.

(B) At least one of the two years of training/practice credit shall be under the direct supervision of a landscape architect licensed in a United States jurisdiction, and shall be gained in one of the following forms:

1. A~~a~~fter graduation from an educational institution specified in subdivision (a)(1), (2), (3), ~~or~~ (4) or (9) of this section.

2. After completion of education experience specified in subdivision under (a)(7) and (8) of this section.

(C) A candidate shall be deemed to have met the provisions of subdivision (c)(1)(B) if he or she possesses a degree from a school specified in subdivision (a)(1) and has at least two years of training/practice credit as a licensed landscape contractor or possesses a certificate from a school specified in subdivision (a)(3) and has at least four years of training/practice credit as a licensed landscape contractor.

(2) Candidates shall be at least 18 years of age or a high school graduate before they shall be eligible to receive credit for work experience.

(3) A year of training/practice experience shall consist of 1500 hours of qualifying employment. Training/practice experience may be accrued on the basis of part-time employment. Employment in excess of 40 hours per week shall not be considered.

(d) Miscellaneous Information

(1) Independent, non-licensed practice or experience, regardless of claimed coordination, liaison, or supervision of licensed professionals shall not be considered.

(2) The Board shall retain inactive applications for a five (5) year period. Thereafter, the Board shall purge these records unless otherwise notified by the candidate. A candidate who wishes to reapply to the Board, shall be required to re-obtain the required documents to allow the Board to determine their current eligibility.[v]

EDUCATION AND EXPERIENCE REQUIREMENT COMPARISON

In California, the LATC is the governing body over the practice of landscape architecture. In keeping with its highest priority of protection of the public, the LATC has established licensure eligibility and professional qualifications minimums that candidates must meet through a combination of preparation requirements. They include direct experience in the discipline, landscape architectural education and demonstration of knowledge through examination.

Landscape Architecture Examination

There are two separate examinations that candidates must successfully complete as a part of the licensure process in California. The first is the Landscape Architects Registration Examination (LARE). The LATC maintains a contract with the Council of Landscape Architects Registration Boards (CLARB) for them to develop, administer and grade the LARE. The LATC is a member of CLARB. CLARB is the sole provider for the LARE that is used by all 48 member boards throughout the United States and Canada.

The second examination is the California Supplemental Examination developed and administered by the LATC. This examination consists of 100 multiple-choice questions designed to assess a candidate's landscape architecture knowledge specific to California. The LARE must be successfully completed in order to be *eligible* for the California Supplemental Examination.

The LARE is an inter-related, multi-section examination consisting of five interdependent sections covering landscape architecture competencies. There are three multiple-choice sections (A,B and D) and two graphic response sections (C and E) that require a drafted solution.

- Section A - Project and Construction Administration
- Section B - Inventory, Analysis and Program Development
- Section C - Site Design
- Section D - Design and Construction Documentation
- Section E - Grading, Drainage and Stormwater Management

As developed by CLARB and employed by the LATC in the execution of its regulatory duties the LARE *"is designed to determine whether applicants for landscape architectural licensure possess sufficient knowledge, skills and abilities to provide landscape architectural services without endangering the health, safety and welfare of the public."*

In 2004, CLARB computerized all multiple-choice sections and began administering them at centralized testing centers. As an efficiency measure in 2009, the LATC enacted regulatory changes to allow the ability to further contract the administration of the graphic sections of the LARE to CLARB. CLARB now administers all five sections of the LARE for California.

Comparison with 'Model' Requirements used by CLARB for Examination Eligibility

CLARB member licensing jurisdictions enforce their own eligibility requirements or delegate the responsibility to CLARB, who applies established model law identifying eligibility requirements to evaluate prospective applicants.

- Hold a four or five year Landscape Architectural Accreditation Board [LAAB] or Canadian Society of Landscape Architects Accreditation Council [LAAC] accredited undergraduate degree in landscape architecture, or a LAAB or LAAC accredited graduate degree program in landscape architecture (or will complete by the exam administration date), or
- Hold a **National Architectural Accrediting Board** [NAAB] accredited degree in architecture, and have completed (or will complete by the exam administration date) one year of diversified experience in landscape architecture under the direct supervision of a licensed landscape architect, or
- Hold a Accreditation Board for Engineering and Technology [ABET] accredited degree in engineering, and have completed (or will complete by the exam administration date) one year of diversified experience in landscape architecture under the direct supervision of a licensed landscape architect, or
- Hold a non-accredited undergraduate degree in landscape architecture, or a non-accredited graduate degree program in landscape architecture, and have completed (or will complete by the exam administration date) one year of diversified experience in landscape architecture under the direct supervision of a licensed landscape architect, or
- Hold a bachelor's degree in any subject and have completed (or will complete by the exam administration date) three years diversified experience in landscape architecture under the direct supervision of a licensed landscape architect, or
- Have applied to and been approved by a CLARB member board.

A side-by-side examination eligibility comparison between California education and experience requirements used by the LATC and model law used by CLARB was carried out in December 2008. This comparison identified the differences between the two standards. CLARB accepts applicants with no experience if they have an accredited landscape architecture degree. Unaccredited landscape architecture degrees, accredited architecture or civil engineering degrees are all accepted with only one year of experience under a landscape architect. CLARB also accepts any bachelor degree with three years experience under the direction of a landscape architect.

In contrast, along with the recommended educational preparation of an accredited landscape architectural degree (four or five years), the LATC accepts candidates with a variety of other educational preparations including an associate degree with five years experience under the direction of a landscape architect or a certificate from a University of California Extension Program with four years experience under a landscape architect. In California, the UC Extension Program has two landscape architecture programs and four two-year colleges that offer associate degrees in landscape architecture. These programs are somewhat unique to California and provide a significant number of California citizens with access to an education in landscape architecture. The table below identifies the comparison:

Synopsis of Current Paths to Qualify for Exam/Licensure

LATC				CLARB	
Education	Max Ed Credit		Education + Experience Combinations equals six credits	Education	Education + Experience Combinations equals five credits
Accredited LA Degree	**4**	A	2 yrs as or under LA	**Accredited LA Degree**	no experience required

After degree is awarded, one year training/experience under LA is required except for pattern E.		B	1 yr as or under LA 1 yr as or under an Arch		
		C	1 yr as or under LA 1 yr as or under CE		
		D	1 yr as or under LA 1 yr holding C-27 license		
		E	2 yrs holding C-27 license		
Unaccredited LA Degree (includes approved Foreign degrees)	**3**	F	3 yrs as or under LA	**Unaccredited LA Degree**	1 yr under an LA
		G	2 yrs as or under LA 1 yr as or under Arch		
		H	2 yrs as or under LA 1 yr as or under CE		
		I	2 yrs as or under LA 1 yr holding C-27		
		J	1 yr as or under LA 2 yrs holding C-27		
		K	1 yr as or under LA 1 yr holding C-27 1 yr as or under Arch		
		L	1 yr as or under LA 1 yr holding C-27 1 yr as or under CE		
Approved Extension Certificate in LA	**2**	M	4 yrs as or under LA	not accepted	
After Certificate is awarded, one year training/experience under LA is required except for pattern V.		N	3 yrs as or under LA 1 yr as or under Arch		
		O	3 yrs as or under LA 1 yr as or under CE		
		P	2 yrs as or under LA 2 yrs holding C-27		
		Q	2 yrs as or under LA 1 yr as or under Arch 1 yr holding C-27		
		R	2 yrs as or under LA 1 yr as or under CE 1 yr holding C-27		
		S	1 yr as or under LA 3 yrs holding C-27		
		T	1 yr as or under LA 2 yrs holding C-27 1 yr as or under Arch		
		U	1 yr as or under LA 2 yrs holding C-27 1 yr as or under CE		
		V	4 yrs holding C-27		
Approved Extension Certificate in LA + 4 yr degree in any Subject	**4**	A	2 yrs as or under LA	not accepted	
After Certificate is awarded, one year training/experience under LA is required except for pattern E.		B	1 yr as or under LA 1 yr as or under an Arch		
		C	1 yr as or under LA 1 yr as or under CE		
		D	1 yr as or under LA 1 yr holding C-27 license		
		E	2 yrs holding C-27 license		
Associate LA Degree	**1**	W	5 yrs as or under LA	not accepted	
		X	4 yrs as or under LA 1 yr as or under Arch		
		Y	4 yrs as or under LA 1 yr as or under CE		
		Z	4 yrs as or under LA 1 holding C-27		
		AA	3 yrs as or under LA 2 yrs holding C-27		
		BB	3 yrs as or under LA 1 yr holding C-27 1 yr as or under Arch		
		CC	3 yrs as or under LA 1 yr holding C-27 1 yr as or under CE		
		DD	2 yrs as or under LA 3 yrs holding C-27		
		EE	2 yrs as or under LA 2 yrs holding C-27 1 yrr as or under Arch		

		FF	2 yrs as or under LA 2 yrs holding C-27 1 yr as or under CE		
		GG	1 yr as or under LA 4 yrs holding C-27		
		HH	1 yr as or under LA 3 yrs holding C-27 1 yr as or under Arch		
		II	1 yr as or under LA 3 yrs holding C-27 1 yr as or under CE		
not accepted				**Accredited Arch Degree**	1 yr as or under LA
not accepted				**Accredited CE Degree**	1 yr under LA
not accepted				**Any Bachelors Degree**	3 yr under LA

Other CLARB Member Boards

In 2002, the LATC discussed the need to review its current eligibility requirements for appropriateness, as well as compare the requirements of other CLARB member jurisdictions and other design profession boards. At that time, staff research revealed that California's requirements were comparable to other licensing jurisdictions. For example, 45 licensing jurisdictions recommended that applicants have a degree in landscape architecture as a primary means of satisfying the educational requirement for the examination. Of those that did not specifically require a degree in landscape architecture, a range of between eight and twelve years of work experience was required.

In addition, the LATC assessed that California candidates are offered flexibility in meeting the educational requirement, as accredited and unaccredited bachelors and masters' degrees, extension certificates, and associate degrees in landscape architecture are recognized. Further, the extension certificate programs allow individuals the opportunity to more easily transition into a landscape architectural career by offering evening course schedules. Candidates are also able to satisfy the experience requirements with self-employment as a licensed landscape contractor, and self-employment, or employment by, a licensed architect or registered civil engineer. Therefore, upon reviewing its requirements, the LATC assessed that they remain appropriate for California, and that a more thorough evaluation should be conducted once data becomes available through the candidate tracking process.

As a part of the examination eligibility review process, the LATC Education Subcommittee evaluated the acceptance of various "related" degrees that are either recognized by other states or were identified by Subcommittee members and/or LATC staff. Consideration of accepting degrees related to landscape architecture was a result of the following: 1) the Joint Legislative Sunset Review Committee (JLSRC) previously raised concerns regarding the fact that, prior to 1997, California applicants could receive educational credit for holding any type of bachelors degree with a four-year curriculum; 2) CAB grants educational credit for designated degrees related to architecture;
3) a review of California's neighboring and the larger landscape architectural licensing jurisdictions (New York, Florida, Texas, Arizona, Hawaii, Nevada, New Mexico, Oregon, and Washington) revealed that at least six out of those nine jurisdictions recognize degrees that are related to landscape architecture; and 4) model law used by CLARB to determine eligibility currently allows applicants to sit for the licensing examination with any type of bachelors degree, plus three years of diversified experience under the direct supervision of a licensed landscape architect.

In addition, a survey sent out by LATC staff in May 2005 to the neighboring and larger landscape architectural licensing jurisdictions confirmed that: 1) many of the states accept various related degrees; 2) a few of the states accept any degree; and 3) most of the states that accept non-landscape architecture degrees accept architecture and civil engineering degrees.

Other Board Requirements for Examination Eligibility

California Architects Board

To be eligible to begin the examination and licensure process, candidates seeking an architect license must provide verification of at least five years of education and/or architectural work experience. Candidates can satisfy the five-year requirement as follows:

1) Providing verification of a three-year, five-year, or six-year professional degree in architecture through a program that is accredited by NAAB or Canadian Architectural Certification Board (CACB).
2) Providing verification of at least five years of educational equivalents. Candidates are granted educational equivalents in various amounts pursuant to the Board's Table of Equivalents:

- A maximum of four years for a non-accredited professional degree in architecture
- Various amounts for other degrees and for units earned toward degrees, including: an undergraduate degree in architecture, a degree in a field related to architecture or in another field of study, and, to a limited extent, units earned toward some degrees
- Work experience under the direct supervision of a licensed architect[vi]

Board for Professional Engineers and Land Surveyors

To obtain a license as an engineer in training and civil engineer, applicants must:

- Have completed three years of course work in a Board-approved engineering curriculum (any curriculum approved by the Engineering Accreditation Commission [EAC] of the Accreditation Board for Engineering and Technology [ABET]) or three years or more of engineering-related work experience anywhere in the world.
- Successfully pass the first division of the examination.
- The applicant shall be eligible to sit for the first division of the examination after satisfactory completion of three years or more of college or university education in a board-approved engineering curriculum or after completion of three years or more of board-approved experience.

The applicant for registration as a professional engineer shall comply with all of the following:

- Furnish evidence of six years or more of qualifying experience in engineering work satisfactory to the board evidencing that the applicant is competent to practice the character of engineering in the branch for which he or she is applying for registration.
- The applicant must successfully pass the second division of the examination. The applicant for the second division of the examination shall successfully pass the first division examination or shall be exempt therefrom.

Contractors State License Board

To obtain a C-27 landscape contractor's license a candidate must pass the written Law and Business Examination and a specific trade examination if required. Examination eligibility

requires candidates to document at least four full years of journey-level or higher experience in the classification for which he or she is applying. This experience must have occurred within the last ten years. The Contractors State License Board may grant up to three years of credit toward the four-year requirement for completed education and/or apprenticeship programs.[vii]

EDUCATION

Education Equivalences

The LATC determined that in order to best ensure the critical thinking skills necessary to appropriately provide public health and safety protection, landscape architects should continue to be required to have both a formal education and direct experience. Fortunately, in comparison with many other member boards, California provides a number of recognized, as well as non-traditional opportunities to obtain formal education in landscape architecture. The LATC offers candidates flexibility in meeting the educational requirement for a landscape architectural degree by accepting bachelors, masters, or associate degrees, as well as approved extension certificate programs in landscape architecture.

As of January 2010, there are five accredited and four unaccredited landscape architecture bachelor and master degree programs in California. Additionally, there are two LATC approved UC Extension Programs, as well as four associate degree programs in landscape architecture from various community colleges. The following list illustrates the range of opportunities available within California to fulfill the education requirement:

Accredited Undergraduate Programs:
- California Polytechnic State University, San Luis Obispo (BLA)
- California State Polytechnic University, Pomona (BSLA)
- University of California, Davis (BSLA)

Accredited Graduate Programs:
- California State Polytechnic University, Pomona (MSLA)
- University of California, Berkeley (MLA)

Unaccredited Undergraduate Programs:
- University of California, Berkeley (BLA)

Unaccredited Graduate Programs:
- University of Southern California (MLA) (undergoing accreditation candidacy)
- New School of Architecture and Design, San Diego (MLA)

University of California Extension Programs:
- University of California, Berkeley
- University of California, Los Angeles

Associate Degree Programs:
- Mesa College, San Diego (AS)
- Mira Costa College, Oceanside (AA)
- Modesto Junior College, Modesto (AS)
- Southwestern College, Chula Vista (AS)
- West Valley College, Saratoga (AS)

Accredited Universities

The Landscape Architecture Accrediting Board (LAAB) recognized by the Council for Higher Education Accreditation, accredits educational programs leading to first professional degrees at the master's or bachelor's level. Therefore, in addition to assessing how well a program meets its own specific and institutional educational mission and objectives, LAAB evaluates all programs against standards that ensure programs contain the essential educational components leading to entry-level professional competence. These standards are developed by community-of-interest consensus and are regularly reviewed and assessed.

Accreditation has four constituencies: the public, the students, the institution, and the profession. To the public and to students, accreditation assures that the program has been independently reviewed and found to meet professional higher-education standards. It also assists in transfer of credit and acceptance into other programs. To the institutions, accreditation provides a consultative peer review and stimulus to continually improve their educational offerings. To the profession, accreditation provides the opportunity for participation in establishing entry-level skills.

A degree in landscape architecture from an accredited school is granted four years of educational credit towards licensure. Some programs offered by California schools lead to a degree in landscape architecture although they are not accredited. The latter are granted three years of educational credit. The LAAB does not currently review extension or community college programs in landscape architecture.

Extension Certificate Programs

Candidates for licensure receive credit for University of California Extension Programs that are approved by the LATC. To gain approval, these programs are reviewed by site teams appointed by the LATC. The teams conduct site visits to determine the program's compliance with California Code of Regulations Section 2620.5, Requirements for an Approved Extension Certificate Program.

Candidates who successfully complete an extension program in landscape architecture are granted two years of educational credit. Extension program certificate holders receive four years of educational credit when combined with a four-year degree in any subject, and three years of educational credit when combined with an associate degree in landscape architecture.

Community Colleges

Candidates with an associate degree in landscape architecture are granted one year of educational credit.

Out of State

Candidates' education degrees awarded outside of California are verified via the Accredited Programs in Landscape Architecture list and the Historical List of Programs Accredited by the LAAB.

Foreign Education in Landscape Architecture

Foreign education transcripts are submitted by the candidate to an approved foreign evaluation service for a general evaluation of the courses equating the degree to an accredited master or bachelor degree in the United States. Foreign education determined equivalent to an accredited master or bachelor degree in landscape architecture in the United States receive four years of educational credit. No credit is provided for unaccredited or other foreign degrees.[viii]

EXPERIENCE

Through its examination eligibility review, the LATC has determined that maintaining flexibility in the combination of formal landscape architecture education with directed work experience, provides the greatest access to licensure *and* preparation for examination.

Types of Experience

Education and work experience credits are combined to achieve the required total of six years credit towards eligibility to examine for the landscape architect license. There are multiple training/experience variations for a candidate to qualify in California; however, the LATC requires candidates to have completed a minimum of one year education credit and two years of recognized work experience.

One year of training consists of 1,500 hours of qualifying employment. Training received under the following circumstances receives credit as indicated:

- Employment by a licensed landscape architect equals up to five years credit
- Self-employment as or employment by a licensed architect equals up to one year credit
- Self-employment as or employment by a registered civil engineer equals up to one year credit
- Self-employment as a licensed landscape contractor equals up to four years credit[ix]

When is experience gained?

Candidates must possess a minimum of two years of training credits to be eligible for the examination. At least one year of training must be gained post graduation and under direct supervision of a landscape architect licensed in a United States jurisdiction. There is an exception to this post graduation requirement for candidates qualifying with experience as a self-employed landscape contractor and holding an extension certificate, master or bachelor degree in landscape architecture.

How is experience verified?

Candidates submit a Certification of Applicant's Experience and Qualifications signed under penalty of perjury from each licensed supervisor verifying the candidate's training and experience. The certifying person must have supervised the candidate directly and have knowledge of the candidate's qualifications. The certifying individual must hold a valid license to practice landscape architecture, architecture and/or civil engineering.

Is an internship required?

There is no internship requirement for landscape architects at this time. The current work experience requirements shall be weighted with the same value as internships required for architects and civil engineers.

Experience Summary

As with the educational requirement, there are numerous variations of training experience permitted to achieve the minimum requirement. The LATC review and subsequent adjustment of California examination eligibility requirements has determined that at this time, the flexibility in training and education allowances that are provided, recognize a variety of personal and economic circumstances, and thereby offer wide access to licensure while maintaining the necessary assurances for public health, safety and well being.

CONCLUSION

Improving Access to Licensure

In 2004, the JLSRC recommended that the Department of Consumer Affairs review the six-year education and experience requirement to determine if it is justified. The LATC formed the Education Subcommittee to research and respond to this request. The results are presented here and suggest opening up entry to the LARE for applicants with partially completed landscape architect degrees and those with accredited degrees in architecture. All recommendations were based on current knowledge. In attempt to improve candidate success and retention rates, the LATC also recommends allowing candidates to sit for the multiple-choice sections of the LARE before acquiring the required experience.

The LATC thoroughly assessed the full spectrum of education and experience requirements and assessed that the following should remain unchanged. Some requirements were determined to be adequate, while others could not be assessed due to insufficient data. To counter this deficiency in the future, the LATC began collecting data and plans to interpret information as it becomes available and determine the best course of action.

- Retain the six-year education/experience requirements
- Retain credit for associate degrees in landscape architecture
- Retain current reciprocity requirements
- Not implement a rolling time clock to limit the number of years for a candidate to obtain licensure
- Not allow licensure with work experience alone
- Not provide credit for teaching and research experience

In addition to specific changes to the LATC education and experience requirements, outcomes of the review include several projects that have been identified for completion in the LATC strategic plan:

- Development of a tracking system for candidate data that will allow assessments to demonstrate whether experience and type of education reflect on the success of California candidates taking the LARE.
- Revision of the certificate of applicants experience form to provide both the candidate and the employer a better understanding of the experience required to pass the examinations.
- Development of criteria and recommend curriculum for an associate degree in landscape architecture.
- Development of a candidate/educator/employer expectations guide with the intent to improve examination success rates.

The guide will be used in conjunction with the LATC's strategic and communication plan objectives to communicate and provide outreach to university faculty, students, and practitioners in the field that mentor future licensees. By communicating required criteria, faculty, students and mentors will be able to better focus their efforts and assignments towards candidates' success.

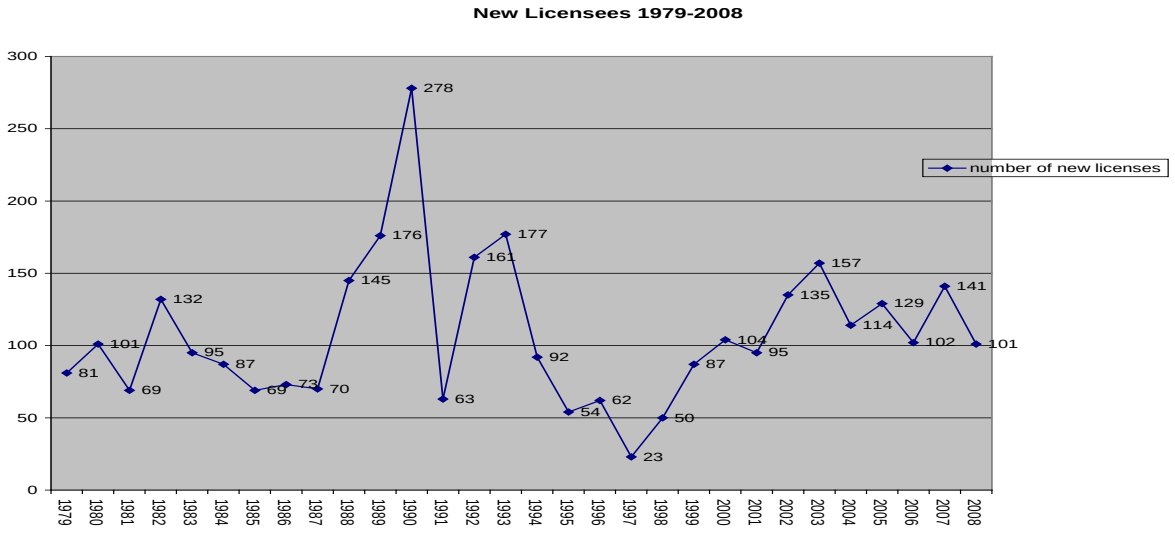
Draft regulatory language incorporating the recommended changes to examination eligibility is prepared. Once the regulatory language is approved by the LATC and CAB, the State's rulemaking process will ensue.

Growth and Demand in the Profession

The future holds the promise of new developments and challenges for the ever-broadening practice of landscape architecture. According to the December 11, 2008 of *U.S. News & World Report*, landscape architecture is projected to grow 18 to 26 percent by 2016 and is listed as one of the top thirty careers in 2009. *Outside* magazine (May 2008 issue) called landscape architecture one of the 50 best jobs in the United States in 2008.

With environmental concerns becoming increasingly important, landscape architects are being called upon to solve complex problems. Rural concerns are attracting landscape architects to farmland preservation, small town revitalization, landscape preservation, energy resource development, and water conservation. Trends in computer technology have streamlined plan preparation and consultant communication and coordination for the practice.

History of Licensees Chart



See endnote[x]

In comparison, the total number of licensed landscape architects has continued to increase as indicated.

Year - # of licensees:

- 2009 – 3706
- 2008 – 3501
- 2007 – 3438
- 2006 – 3338
- 2005 – 3289
- 2004 – 3189

Landscape architects who develop strong technical skills, such as computer design; communication skills; and knowledge of environmental codes and regulations will capture the best opportunities. Those with additional training or experience in urban planning increase their prospects for employment in landscape architecture firms that specialize in site planning, as well as landscape design.

The future also promises increased cooperation among landscape architects and other design professionals. As interest in the profession continues to grow, an increasing number of students desire to study the profession. Nearly 60 universities and colleges in the United States and Canada now offer accredited baccalaureate and post-graduate programs in landscape architecture.

During the past decades, landscape architects have responded to the increased demand and professional responsibilities with new skills and expertise. More and more businesses appreciate the profession and the value that it brings to a project. The public praises the balance achieved between the built and natural environments.[xi]

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APPENDICES & NOTES

Appendix A

Approved Recommendations and Justification - Approved by the California Architects Board (CAB) and the Landscape Architects Technical Committee (LATC)

After reviewing the multiple studies addressed and referenced within this report, the following recommendations were approved by the LATC on May 4, 2007, and received final CAB approval on June 15, 2007.

1. Accept Accredited Professional Architecture and Civil Engineering Degrees

The LATC Education Subcommittee discussed the acceptance of various "related" degrees that are either recognized by other states or were identified by Subcommittee members and/or LATC staff. Consideration of accepting degrees related to landscape architecture was a result of the following: 1) the Joint Legislative Sunset Review Committee (JLSRC) previously raised concerns regarding the fact that, prior to 1997, California applicants could receive educational credit for holding any type of bachelors degree with a four-year curriculum;[xii] 2) CAB grants educational credit for designated degrees related to architecture and unrelated degrees;
3) a review of the neighboring and larger landscape architectural licensing jurisdictions (New York, Florida, Texas, Arizona, Hawaii, Nevada, New Mexico, Oregon, and Washington) revealed that at least six out of those nine jurisdictions recognize degrees related to landscape architecture; [xiii] and 4) CLARB currently allows applicants to sit for the licensing examination with any type of bachelors degree, plus three years of diversified experience under the direct supervision of a licensed landscape architect.

In addition, a survey sent out by LATC staff in May 2005 to the landscape architectural licensing jurisdictions[xiv] listed above confirmed that: 1) many of the states accept various related degrees; 2) a few of the states accept any degree; and 3) most of the states that accept non-landscape architecture degrees accept architecture and civil engineering degrees.

After extensive review of the research material and discussion at the June 17, 2005 meeting, the Subcommittee gave preliminary approval to accept accredited bachelor degrees in architecture and civil engineering to satisfy the education requirement for examination eligibility with a caveat of conducting further research on other related degree programs. At the December 2, 2005 meeting, the Subcommittee discussed the additional research[xv] and agreed to recommend acceptance of accredited professional degrees in architecture and civil engineering (undergraduate and graduate degrees), as those degrees emphasize the acquisition of critical thinking and technical skills that are necessary to address health, safety, and welfare issues and are essential to the practice of landscape architecture. The Subcommittee agreed to recommend one-year of educational credit be granted for completion of these degree programs.

The Subcommittee felt there was not clear and/or comparable rationale for granting similar credit for other related degree programs based on their insufficient curriculum and/or lack of accreditation standards. For example, urban design and horticulture degrees were considered and not included in this recommendation because they are either non-accredited or the coursework is not specifically related to the practice of landscape architecture. One year of educational credit was agreed upon because the Subcommittee determined the curricula examined for such degree programs did not include sufficient specific exposure to landscape architecture related topics, but did address a certain measure of critical thinking and technical skills that are necessary to address health, safety and welfare issues related to the practice of landscape architecture.

The LATC presented the Final Findings and Recommendations to CAB at its meeting on June 7, 2006. At this meeting, CAB questioned education credit parity between architects and landscape architects. As a result of

CAB's parity question, the Education Subcommittee reconvened on November 8, 2006 and agreed to research the parity issue as it pertained to education curriculum for architects and civil engineers. At its February 27, 2007 meeting, the Subcommittee discussed the education curriculum research [xvi] and decided to revise their earlier recommendation and recommend acceptance of accredited professional degrees in architecture and not in civil engineering. Along with their earlier belief in critical thinking and technical skills, the Subcommittee also believed there were similar curriculum elements in the architectural degree programs in comparison to the landscape architecture programs and that it would warrant educational credit. Accredited professional degrees in architecture would receive one-year of educational credit.

Recommendation:

- ***The Subcommittee recommends that the LATC accept accredited professional degrees in architecture towards satisfying the education requirement for examination eligibility and that one year of credit be granted for completion of such program.***

2. Grant Credit for Partial Completion of an Accredited Landscape Architecture Degree

At the March 4, 2005 Education Subcommittee meeting, it was noted that the LATC had previously granted credit for partial completion of accredited and unaccredited degrees in landscape architecture and that CAB currently grants credit for partial completion of various degree programs (i.e., accredited and unaccredited architecture degrees and related degrees with a four-year curriculum). During the June 17, 2005 meeting, some Subcommittee members voiced an interest in granting credit for partial completion of accredited degrees in landscape architecture; however, it was noted that they would need to take a closer look at how credit would be determined. At the December 2, 2005 meeting, the Subcommittee examined the issue further [xvii] and determined that one year of educational credit should be granted for partial completion of an accredited degree in landscape architecture. In addition, the Subcommittee determined that an applicant applying for examination under such circumstances must demonstrate that he/she has completed at least 80% of the total units required for the degree.

In addition to the former regulatory provision granting educational credit for partial completion of degree programs, the Subcommittee recognized that CAB accepts partial completion of various degree programs (i.e., architecture degrees and related degrees) and that granting educational credits would provide an expanded avenue to licensure.

Recommendation:

- *The Subcommittee recommends that the LATC grant credit for partial completion of an accredited degree in landscape architecture, that one year of educational credit be granted for such, and that an applicant demonstrate that he/she has completed at least 80% of the total units required for such degree program.*

3. Allow Early Eligibility for Examination with an Accredited Degree or Approved Extension Certificate in Landscape Architecture

At the June 17, 2005 Education Subcommittee meeting, it was noted that, under Council of Landscape Architectural Registration Boards (CLARB) current standards, candidates are allowed to take the multiple-choice sections of the LARE with either an accredited undergraduate or graduate degree in landscape architecture and no work experience. A number of CLARB member jurisdictions follow this standard and allow candidates to sit for the multiple-choice sections of the LARE upon receipt of an accredited degree in landscape architecture (a total of nine states were examined by the Subcommittee and staff, and four states allow candidates to sit for the examination under such circumstances [xviii]). At the meeting, the Subcommittee indicated that they were open to considering this option for California candidates and directed staff to obtain additional background information from CLARB to assist with a recommendation with respect to this issue. The background information [xix] was reviewed and evaluated by two Subcommittee members and a recommendation to allow this option for California candidates was presented to the Subcommittee on December 2, 2005. The Subcommittee discussed the benefits of offering this option to candidates, and in the absence of contrary data relative to pass rates, supported allowing candidates to sit for the multiple-choice sections of the LARE prior to meeting the experience requirement for examination. No quantifiable evidence regarding pass-rate success was found to support either position, but the Subcommittee felt this option would encourage graduates to continue the path to licensure immediately after attaining their accredited degree. At the November 8, 2006 meeting, the Subcommittee agreed to also allow candidates with an approved extension certificate plus four-year degree to qualify for the multiple-choice sections of the examination based on the belief that extension certificate holders are equally qualified for early eligibility as accredited degree holders.

Recommendations:

- *The Subcommittee recommends that the LATC allow candidates with an accredited degree in landscape architecture or approved extension certificate plus four-year degree to sit for the three multiple-choice sections of the LARE (Sections A, B, and D) prior to meeting training/work experience requirements.*
- *If this option is approved, the Subcommittee recommends that the LATC closely monitor the success of these candidates on the examination via the proposed Candidate Education/Experience Tracking Chart (discussed under Recommendation 4).*

4. Implement a Candidate Education/Experience Tracking System and Reciprocity Candidate Tracking System

At the October 8, 2004 meeting, the Subcommittee directed staff to gather information pertaining to the most recent 100 individuals that became licensed in California and develop a chart to determine if there was a correlation between a candidate's number of attempts to pass each section of the licensing examination and: 1) the landscape architecture program attended; 2) the type of degree earned, and 3) the type of training/work experience earned. This request was made to assist the Subcommittee with its evaluation of California's eligibility requirements for examination. After a review of this information[xx], it was noted by the Subcommittee that candidate data should be tracked on an ongoing basis so that the data is more readily available for future evaluation of eligibility requirements. It was also noted by the Subcommittee that similar

information pertaining to reciprocity candidates should be tracked. At the December 2, 2005 meeting, the Subcommittee reviewed and approved the final Candidate Education/Experience Tracking Chart and the Reciprocity Candidate Tracking Chart.[xxi] The Subcommittee felt the candidate education/experience tracking charts would allow the LATC to analyze existing and future regulatory related decisions. The LATC would like the tracking to begin immediately, excluding candidates' names and social security numbers from the charts.

Recommendation:

- ***The Subcommittee recommends that LATC staff implement a Candidate Education/Experience Tracking System and Reciprocity Candidate Tracking System and collect data by utilizing tracking charts.***

5. Revise Certificate of Applicant's Experience Form

As part of the Subcommittee's charge, the eligibility requirements pertaining to the type and duration of training/ work experience were reviewed and discussed. The Subcommittee reviewed the current certificate of applicant's experience form, which is completed by a candidate's supervisor(s) to meet the training/work experience requirement for examination eligibility.

After discussion, the Subcommittee felt that, in an effort to aid candidates/employers with acquiring/providing appropriate knowledge and work experience for success on the examination, the form should be expanded to include a list or description of specific practice categories that are tested on the examination. This modification, as well as the new Candidate/Education/ Employer Brochure, would therefore be important tools in further ensuring success on the examination (discussed under Recommendation 6).

Staff obtained samples of employment verification forms from other regulatory boards, which will assist with revising the LATC's certificate of applicant's experience form that will be developed in the future.

Recommendation:

- ***The Subcommittee recommends that the LATC revise the certificate of applicant's experience form to include specific practice categories that are tested on the LARE.***

6. Develop Candidate/Educator/Employer Information

The Subcommittee discussed the need to create relatively detailed candidate/educator/employer information that discusses preparation for examination/licensure and recommends appropriate work experience in order to be successful on the examination. The brochure would assist candidates, educators and employers to ensure that candidates successfully prepare for examination and licensure as well as understand what is expected for their success. The candidate/educator/employer information would be made available by hardcopy, the LATC's website and email.

Recommendations:

- *The Subcommittee recommends that the LATC develop Candidate/Educator/Employer Information.*
- *The Subcommittee recommends that the LATC reference CAB's Comprehensive Intern Development Program Handbook when developing such information.*

7. Retain Six-Year Education/Experience Requirement

At the June 17, 2005 Subcommittee meeting, it was noted that: 1) the six-year combined education and experience requirement under Business and Professions Code Section 5650 has been in effect since 1953; 2) a review of the requirements of other states revealed that they have similar requirements with respect to combined education and experience [xxii]; 3) the traditional route to licensure in California, and in most other states, has been to obtain an accredited degree in landscape architecture and two years of experience under the direct supervision of a licensed landscape architect; 4) there appear to be no past or present issues with respect to the six-year requirement; and 5) the combination of education and experience appears to provide the greatest protection to the public's health, safety, and welfare.

Recommendation:

- *The Subcommittee recommends that the six-year combined education/experience requirement be retained at this time.*

8. Retain Existing Credit for Associate Degrees in Landscape Architecture

A thorough review of California associate degree curricula [xxiii] was conducted by the Subcommittee at its March 4, 2005 meeting. Although some discrepancies were noted between the programs with respect to subject areas and required units, it was determined the LATC should not assume the responsibility of reviewing associate degree programs and that the discrepancies were not serious enough to reconsider the one year of educational credit currently granted for completion of such programs. The LATC noted: 1) education is a necessary component of licensure, 2) all criteria for landscape architecture requirements cannot be met solely with experience, and 3) one year of educational credit for an associate degree in landscape architecture provides an additional opportunity for licensure.

In the past, the California Community Colleges Chancellor's Office requested that LATC examine certification of their landscape architecture programs. The LATC determined as a consequence of the number of programs, variety, and indeterminate curricular approval and oversight, it was not practical for the LATC to review community college programs for purposes of educational eligibility standards.

At the February 27, 2007 Subcommittee meeting, as part of CAB's parity question and discussion on education credits, the Subcommittee agreed the LATC should monitor the success of candidates receiving educational credit and qualifying for the licensing examination with an associate degree.

Recommendations:

- *The Subcommittee recommends that the LATC should not take on the responsibility of reviewing associate degree programs at this time.*
- *The Subcommittee recommends that one year of educational credit continue to be granted for completion of an associate degree in landscape architecture.*
- *If this option is approved, the Subcommittee recommends that the LATC closely monitor the success of these candidates on the examination via the proposed Candidate Education/Experience Tracking Chart (discussed under Recommendation 4).*

9. Retain Current Reciprocity Requirements

At the June 17, 2005 meeting, the Subcommittee reviewed and discussed California, Nevada, Texas and Washington's current requirements for reciprocity [xxiv] to determine if changes to California reciprocity requirements should be considered.

Currently, a reciprocity applicant must: 1) hold a current license in another U.S. jurisdiction, Canadian province, or Puerto Rico; 2) have passed a written examination equivalent to that which is required in California at the time of application; and 3) have passed the California Supplemental Examination if, at the time of application, it is required of all California applicants.

However, it was noted by the Subcommittee that changes to the current requirements could potentially present barriers for out-of-state candidates wanting to gain licensure in California and that, to date, there have not been any issues or problems identified. At the December 2, 2005 meeting, the Subcommittee confirmed its recommendation to retain California's current requirements for reciprocity and institute a reciprocity tracking system as part of Recommendation 4.

Recommendations:

- *The Subcommittee recommends that the LATC retain its current requirements for reciprocity.*
- *The Subcommittee instead recommends that LATC staff track reciprocity candidate information via the proposed Reciprocity Candidate Tracking Chart (discussed under Recommendation 4) and, once enough data is gathered, bring this issue back for the LATC to reconsider its position.*

10. Rolling Time Clock for Examination Candidates

At the June 17, 2005 Subcommittee meeting, it was noted that Texas and Washington have implemented a five-year time limit for candidates to complete the examination process and become licensed. It was also noted that CAB plans to adopt a five-year "rolling time clock" that applies only to examination scores. Finally, it was noted by LATC staff that, presently, most California landscape architectural candidates complete the examination process within a five-year period and that, currently, there does not appear to be a problem with respect to this issue. However, the Subcommittee agreed to recommend a tracking system to monitor this issue as part of Recommendation 4.

Recommendations:

- ***The Subcommittee recommends that the LATC not implement a "rolling time clock" for examination candidates at this time.***
- ***The Subcommittee instead recommends that LATC staff track candidates' number of attempts to pass each section of the LARE via the proposed Candidate Education/ Experience Tracking Chart (discussed under Recommendation 4) at this time and, after two years, gather data from CAB and other CLARB member jurisdictions and have the LATC reassess whether implementing a "rolling time clock" would be appropriate at that time.***

11. Eligibility for Examination with Experience Only

At the March 4, 2005 Subcommittee meeting, it was noted that a limited number of states allow candidates to sit for the examination with specified work experience alone (and no education). Data relative to pass rate differences between candidates with university level education in landscape architecture and those without has not been available. As comparative background, CAB allows architectural candidates to sit for its licensing examinations with work experience alone (and no education).[xxv] CAB has also recently implemented the national Intern Development Program (IDP) and Comprehensive IDP that require new candidates to obtain appropriate levels of work experience in specified areas of practice. Upon considering this information, reviewing eligibility requirements for the other states that require licensing, and the absence of pass-rate data, the Subcommittee agreed to maintain requiring appropriate educational experience, obtaining appropriate work experience, and then testing for minimal competency through the LARE. The Subcommittee felt that some form of formal education provides basic knowledge of landscape architecture and experience alone was not equivalent to that knowledge.

Recommendations:

- ***The Subcommittee recommends that candidates not be allowed to sit for the examination with work experience alone at this time and notes that education of some form is required to succeed.***
- ***The LATC recommends tracking data from reciprocal candidates and LARE success rates, then bringing this matter back for future consideration once enough data is gathered. In addition, data from other states should be analyzed if it is available.***

12. Credit for Teaching and/or Research

At the March 4, 2005 Subcommittee meeting, it was noted that a few states accept teaching and/or research experience towards fulfilling examination requirements[xxvi]. However, the Subcommittee felt teaching and/or research experience does not provide the same skills that are acquired while working under a licensed professional. Additionally, teaching and/or research experience varies significantly, thus making it difficult to

assess the equivalent relationship to the practice of landscape architecture and the health, safety and welfare of the public.

Recommendation:

- ***The Subcommittee recommends that credit not be granted for teaching and/or research experience at this time.***

Appendix B

Related Studies

October 2004 – Landscape Architects Body of Knowledge

The Landscape Architecture Body of Knowledge (LABOK) study was designed to address the core competencies that help define the landscape architecture profession and the fundamental body of knowledge that should be expected of all graduates from accredited landscape architecture degree programs. The approach used to answer these two questions consisted of several iterative steps that required input from incumbents in the field of landscape architecture. During these steps both detailed knowledge and competency statements identifying the components of the Body of Knowledge for consideration by the academic community or for post-graduation on-the-job learning were developed.

The LABOK Task Force was established in response to these questions raised through the Landscape Architectural Accreditation Board's regular review of accreditation standards. The Task Force consisted of representatives of the American Society of Landscape Architects (ASLA), the Canadian Society of Landscape Architects (CSLA), the Council of Educators in Landscape Architecture (CELA), the Council of Landscape Architectural Registration Boards (CLARB), and the Landscape Architectural Accreditation Board (LAAB). The Task Force authorized The Chauncey Group International to perform the Body of Knowledge study described in this part of the report. Chauncey Group's role was to facilitate the multiple interactions with landscape architect subject matter experts and/or incumbents in the field.

By building upon the information from the earlier task analysis for landscape architects and input from the Task Force, then augmenting that information through consultation with multiple panels of subject matter experts, the Task Force developed a survey that covered the body of knowledge thoroughly. The distribution of the survey reached the varied groups desired and resulted in a strong indication of the knowledge and competencies that are required upon graduation from a degree program and those that should be developed on the job. It was necessary for each of the contributing organizations to carefully examine the data and make the most efficient use of the information that is available. As suggested in the cover letter to the survey respondents, this information may be used to make curricula determinations, to guide the development of continuing education activities, and to continue strong requirements for licensure through the regulatory bodies. Based on the apparent high agreement among the various subgroup responses and the process used to develop the Body of Knowledge in this study, it is reasonable to conclude that the goals of the study were obtained.[xxvii]

2006 - Thompson Prometric National Task Analysis

The Council of Landscape Architecture Registration Boards contracted with Thomson Prometric to conduct a job analysis in order to maintain the currency of the Landscape Architects Registration Examination. Job analysis refers to procedures designed to obtain descriptive information about the tasks performed on a job and/or the knowledge, skills, or abilities thought necessary to adequately perform those tasks. The specific type of job information collected for a job analysis is determined by the purpose for which the information will be used. For purposes of developing workplace certification examinations, a job analysis should identify important tasks, knowledge, skills, and/or abilities. The use of job analysis (also known as task analysis, practice analysis, or role delineation) to define the content domain is a critical component in establishing the content validity of certification examinations. Content validity refers to the extent to which the content covered by an examination overlaps with the important components (tasks, knowledge, skills, or abilities) of a job. A well-designed job analysis should include the participation of a representative group of subject-matter experts who reflect the diversity within the job. Diversity refers to regional or job context factors and to subject-matter expert factors such as length and type of experience, gender, and race/ethnicity. Demonstration of content validity is accomplished through the judgments of subject-matter experts. The process is enhanced, when feasible, by the inclusion of large numbers of subject-matter experts who represent the diversity within the relevant areas of expertise. The job analysis involved a multi-method approach that included meetings with subject-matter experts and the conduct of a survey.

On November 12-13, 2004, a panel of landscape architects, selected by CLARB, attended a meeting with the primary purpose of developing an updated survey for distribution in first quarter, 2005. Prior to the meeting, participants received a Job Analysis Procedures Manual and selected information from the 1998 Job Analysis report and the Landscape Architecture Body of Knowledge Study.

The first topic of discussion at the meeting was a general description of the successful licensee. The group then talked about the places where a licensee might work and gave examples of what they might do. The task force agreed that is was important to keep all approaches to practice in mind when we proceed to design the job analysis tool. The key issue is maintaining health, safety and welfare within the practice. The group then turned their attention to defining the major domains for the survey. Following the identification of the domains, the full group assigned the tasks from the 1998 survey to the new domains. Teams were then recruited to work on specific domains to review, edit, and/or delete the tasks. The next activity was to review the knowledge statements that appeared in the 1998 survey. Each of the task force members was asked to indicate whether the knowledge topic appeared in the 2004 LABOK study. Only those knowledge statements that were not included in the LABOK were added to the survey. The development of the skills list and the background questions completed the work of the group at the meeting.[xxviii]

The contents of the proposed survey were shared with CLARB staff for initial review. Following approval of the components, Thomson Prometric staff created the survey using Web-based software. The survey was shared with the development committee for initial review. Their suggestions were incorporated and the revised survey was presented to a pilot

group to take. The responses and individual comments were shared with CLARB staff and final revisions to the survey were made.

In early May, the survey was officially closed and the data analysis begun. Preliminary results were shared with CLARB staff in preparation for the meeting to develop the test specifications. Decisions about the appropriate subgroup analyses were made prior to the meeting.

The completion of the job analysis process consisted of a review of the job analysis results. A committee reviewed the background questions and began the review of the tasks. The respondents were offered opportunities to suggest additional tasks. The whole panel reviewed these and suggested additional examples for current tasks or noted those that are emerging topics. Following the review of the tasks, the committee proceeded to the review of the knowledge statements and the skills.[xxix]

December 2006 – Department of Consumer Affairs Office of Examination Resources, California Validation Report

The Landscape Architects Technical Committee requested the Office of Examination Resources conduct a validation study to identify critical job activities performed by landscape architects licensed in California. The occupational analysis is part of the LATC's comprehensive review of the practice of landscape architecture. The purpose of the occupational analysis is to define practice for California licensed landscape architects in terms of actual job tasks that new licensees must be able to perform safely and competently. The result of the occupational analysis serves as a basis for the examination program for landscape architects in California.

OER followed testing standards and guidelines to develop a legally defensible examination outline for landscape architects in California and implemented a content validation strategy to describe the content of the landscape architect profession. OER conducted interviews with California licensed landscape architects, researched the profession, analyzed material prepared by CLARB, facilitated four focus groups California licensees, and sent a questionnaire surveying all California licensed landscape architects.

The initial two focus groups reviewed and refined task and knowledge statements of the landscape architecture profession in California. Based on these specific task and knowledge statements of the profession, Office of Examination Resources was able to develop a comprehensive survey to be sent to landscape architects throughout the state. The third focus group reviewed and approved the survey results and links specific job tasks with knowledge statements in order to construct the examination outline. The final focus group evaluated the examination outline for concurrence and to prepare for the development of examination questions.[xxx]

APPENDICES & NOTES

Appendix C

Meeting Note Summaries

May 9, 2006 – Landscape Architects Technical Committee

- Voted on the preliminary approval of the Education Subcommittee's response to the JLSRC recommendations.
- Approved retaining the six-year education/experience requirement.
- Approved maintaining eligibility for examination with current education requirements.
- Approved initiate tracking upon candidacy.
- Suggestions were made to look into accrediting standards and determining how schools are measured in order to clarify subject relationship to examination topics and into education standards as it relates to health, safety and welfare concerns.[xxxi]

June 7, 2006 – California Architects Board

- The LATC's recommendations regarding the eligibility requirements for examination were presented to CAB.
- All recommendations were approved under the condition that the LATC review recommendation 1, Accept Accredited Professional Architecture and Civil Engineering Degrees, and provide an analysis to CAB on parity of the requirements to apply for examination between licensure of architects versus landscape architects prior to the recommendations moving forward. As a result of the preliminary approval, Strategic Planning objectives to 1) begin identifying variables that impact LARE pass rates by tracking and maintaining data, and 2) investigating potential reasons for low examination pass rates and develop an appropriate response to issue to the JLSRC were initiated.[xxxii]

August 25, 2006 - Landscape Architects Technical Committee

- Discussed CAB's action and various related issues identified. The LATC voted to reconvene the Education Subcommittee in order to fully address all issues that were identified as a result of the proposed changes.[xxxiii]

November 8, 2006 – Education Subcommittee

- Met to discuss the renewed charges from the LATC, review existing reports and documentation, and develop a plan of action. Staff was tasked with: 1) incorporating revisions to the Report, 2) updating CCR 2620 – Education and Training Credits to reflect the discussion, 3) providing curriculum data for accredited degrees in architecture and civil engineering and documenting data to compare the two, and 3) revising the charts outlining education and experience credits given to architects and landscape architects, and drafting narrative explaining the differences.
- Finalize the Issues and Recommendations Report to proceed with preparing a draft report for the LATC and CAB to approve for forwarding to the DCA and the Legislature.[xxxiv]

January 16, 2007 – Education Subcommittee

- Held a teleconference and reviewed additional information illustrating the parity of educational requirements to architects and civil engineers.
- Expanded the information substantiating the recommendations and began a review of CCR 2620.
- Remaining agenda items to review: curriculum comparison for landscape architects with those of architects and civil engineers, completion of a review and proposed changes to CCR 2620, and a table of contents for the report to the Legislature were postponed.[xxxv]

February 27, 2007 – Education Subcommittee

- Finalized recommendations to the LATC.
- Reconfirmed that education is a critical qualification in combination with work experience and examination.
- Recommendations were to: 1) maintain the educational credit requirement, 2) continue one year of educational credit for an associate degree in landscape architecture, 3) continue four years of educational credit for foreign education equivalent to an accredited master or bachelor degree in landscape architecture in the United States, 4) maintain two years of educational credit for an approved extension certificate in landscape architecture, 5) institute one year of educational credit for an accredited degree in architecture, 6) not grant educational credit for a degree in civil engineering, and 7) not grant experience credit for foreign/international experience.[xxxvi]

May 4, 2007 - Landscape Architects Technical Committee

- Approved the Subcommittee's recommended response and recommendations.[xxxvii]

June 15, 2007 – California Architects Board

- The parity issue and the recommendations were presented and approved by CAB. The full report to DCA and to the Legislature, containing the approved recommendations, will be presented for approval once complete.[xxxviii]

NOTES

NOTES

[i] Landscape Architects Technical Committee 2003 Sunset Review Report response. Vol. 1, tab #4
[ii] Landscape Architects Technical Committee, "Landscape Architects Practice Act with Rules and Regulations 2007", includes amendments through October 3, 2007. Vol. 3, tab #56
[iii] Professional Engineers Act (Business and Professions Code Section 6700-6799), includes amendments made during the 2009 legislative session (Effective January 1, 2010, unless otherwise noted), Vol. 3, #55
[iv] 2004 Joint Legislative Sunset Review Committee Recommendations. Vol. 1, tab #5
[v] Landscape Architects Technical Committee, "Landscape Architects Practice Act with Rules and Regulations 2007", includes amendments through October 3, 2007. Vol. 3, tab #56
[vi] California Architects Board, "Architects Practice Act"; effective January 1, 2009. Vol. 3, tab #57
[vii] http://www.cslb.ca.gov/Contractors, accessed November 2008, © 2008 State of California, Contractors State Licensing Board. Vol. 3, tab #39
[viii] See endnote 5.
[ix] See endnote 5.
[x] Landscape Architects Technical Committee's April 20, 2009, meeting agenda item C.3-C.4, Vol. 3, tab #58
[xi] See endnote 5.
[xii] 2005 Outline of Landscape Architecture Eligibility Requirements (AZ, CA, FL, HI, NV, NM, NY, OR, TX, and WA) – Examination/Licensure Requirements (Landscape Architects): Snapshot. (3/05, D.1), Vol. 2, tab #24
[xiii] See endnote 12.
[xiv] Council of Landscape Architectural Registration Boards (CLARB) member board jurisdictions; Arizona State Board of Landscape Architects; Florida Board of Landscape Architecture; Hawaii Board of Professional Engineers, Architects, Surveyors & Landscape Architects; Nevada State Board of Landscape Architects; New Mexico Board of Landscape Architects; New York State Board for Landscape Architects; Oregon State Landscape Architects Board; Texas Board of Architectural Examiners and Washington Department of Licensing, Landscape Architecture Division - 2005 Survey Results; Examination/Licensure Eligibility Requirements. (6/05, C), Vol. 2, tab #20
[xv] Accrediting Boards for Architecture, Civil Engineering and Planning - 2005 Description, course outlines, number of years and units required to earn an accredited Planning degree in all seven California accredited planning degree programs. (12/05, D.1), Vol. 2, tab #17
[xvi] Comparison of Curriculum for Accredited Degrees in Architecture and Civil Engineering (2/07, C.4)Vol. 2, tab #27
[xvii] Transcripts and Course Requirements for Three Accredited Undergraduate Landscape Architecture Degree Programs. (12/05, D.2), Vol. 2, #28
[xviii] 2005 Survey Results; Examination/Licensure Eligibility Requirements, see endnote 17.
[xix] Council of Landscape Architectural Registration Boards (CLARB) - 2005 Information provided from the Council of Landscape Architectural Registration Boards (CLARB) regarding member board jurisdictions allowance of early eligibility to take the multiple-choice sections of the Landscape Architectural Registration Examination (LARE) (12/05, D.3), Vol. 2, tab #29
[xx] Comparison of Education, Experience and Exam results of last 100 California Landscape Architects covering 11/2003 - 12/2004. (3/05, G), Vol. 2, tab #32
[xxi] Final Candidate Education/Experience Tracking Chart and Reciprocity Candidate Tracking Chart. (12/05, C), Vol. 2, tab #33
[xxii]2005 Outline of Landscape Architecture Eligibility Requirements (AZ, CA, FL, HI, NV, NM, NY, OR, TX, and WA) – Detailed Comparison of Examination/Licensure Requirements (Landscape Architects). (3/05, D.3), Vol. 2. tab #24
[xxiii] California Community Colleges; Mesa, Modesto Junior, Southwestern and West Valley - 2005 Description, course outline and units required to earn an Associate Degree in Landscape Architecture in California. (3/05, E), Vol. 2, tab #35
[xxiv] Detailed Comparison of Examination/Licensure Requirements (Landscape Architects), see end note 22
[xxv] Examination/Licensure Requirements (Landscape Architects): Snapshot, see endnote 13
[xxvi] Examination/Licensure Requirements (Landscape Architects): Snapshot, see endnote 13
[xxvii] American Society of Landscape Architects, Landscape Architecture Body of Knowledge Study Report, published October 28, 2004, All Rights Reserved. Vol. 1, tab #8
[xxviii] Council of Landscape Architecture Registration Boards, performed by Thompson Prometric, Job Analysis 2006. Vol. 3, tab #37
[xxix] 1996 Joint Legislative Sunset Review Committee Findings and Recommendations, Vol. 1, tab #5
[xxx] California Department of Consumer Affairs, Office of Examination Resources, Validation Report Landscape Architects Technical Committee, December 2006, Vol. 3, tab #60fr
[xxxi] Landscape Architects Technical Committee, May 9, 2006, Summary Report, Vol. 3, tab #46
[xxxii] California Architects Board's June 7, 2006, Minutes, Vol. 3, tab #47
[xxxiii] Landscape Architects Technical Committee's August 25, 2006,Summary Report-Final, Vol. 3, tab #48
[xxxiv] Education Subcommittee's November 8, 2006, Meeting Minutes, Vol. 3, tab#59
[xxxv] Education Subcommittee's teleconference January 16, 2007, Summary Report-Draft, Vol. 3, tab#50
[xxxvi] Education Subcommittee's February 27, 2007, Summary Report-Draft, Vol. 3, tab#51

[xxxvii] Landscape Architects Technical Committee's May 4, 2007, Summary Report-Final, Vol. 3, tab#52
[xxxviii] California Architects Board's June 15, 2007, Minutes, Vol. 3, tab#53

Degrees Accepted by CLARB Jurisdictions for Initial Licensure

Jurisdiction	Accredited Architecture Degree Accepted	Accredited Engineering Degree Accepted	Any Bachelors Degree Accepted	Non Accredited LA Degree Accepted
Alabama	No	No	No	No
Alaska	No	No	No	**Yes, with experience**
Alberta	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Arizona	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Arkansas	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
British Columbia	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
California	**Yes, with experience**	No	No	**Yes, with experience**
Colorado	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Connecticut	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Delaware	**Yes, with experience**	**Yes, with experience**	No	**Yes, with experience**
Florida	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Georgia	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Hawaii	**Yes**	**Yes, with experience**	**Yes**	**Yes**
Idaho	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Illinois	No	No	No	**Yes, with experience**
Indiana	No	No	No	No
Iowa	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Kansas	No	No	No	No
Kentucky	No	No	No	No
Louisiana	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Maine	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Maryland	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Massachusetts	No	No	No	No
Michigan	No	No	No	No
Minnesota	No	No	No	No
Mississippi	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Missouri	No	No	No	No
Montana	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Nebraska	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Nevada	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
New Hampshire	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes**
New Jersey	No	No	No	**Yes, with experience**
New Mexico	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
New York	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
North Carolina	No	No	No	No
Ohio	No	No	No	No
Oklahoma	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Ontario	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Oregon	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Pennsylvania	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Puerto Rico	No	No	No	No
Rhode Island	**Yes, with experience**	**Yes, with experience**	No	**Yes, with experience**
South Carolina	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
South Dakota	No	No	No	No
Tennessee	No	No	No	No
Texas	No	No	No	No
Utah	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
Virginia	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes**
Washington	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**	**Yes, with experience**
West Virginia	No	No	No	No
Wisconsin	No	No	No	No
Wyoming	No	No	No	No

Agenda Item J

DISCUSS AND POSSIBLE ACTION ON STRATEGIC PLAN OBJECTIVE TO REVIEW CALIFORNIA CODE OF REGULATIONS, SECTION 2620 (EDUCATION AND TRAINING CREDITS) TO CLARIFY CREDIT AND EXPERIENCE COMBINATIONS AND PROVIDE JUSTIFICATION FOR CONSISTENT STAFF INTERPRETATION OF EXAM ELIGIBILITY FOR POTENTIAL LICENSEES

The Landscape Architects Technical Committee's (LATC) Strategic Plan contains an objective which directs it to "Review California Code of Regulations (CCR), section 2620 (Education and Training Credits) to clarify credit and experience combinations and provide justification for consistent staff interpretation of exam eligibility for potential licensees." Specifically, clarification is needed to properly include into regulation the pathway to licensure available to applicants who hold an approved extension certificate in landscape architecture and a degree from a university or college which consists of a four-year curriculum and have two years of qualifying experience as a licensed landscape contractor. Without this pathyway included, applicants with the education experience stated above must possess four years of experience as a licensed landscape contractor which would total eight years of experience credit, exceeding California's six-year requirement.

For reference, the experience descriptions and education credit allowed for sections 2620(a)(1), (a)(3) and (a)(5) are as follows:

Experience Description	Education Max. Credit Allowed
(a)(1) Degree in landscape architecture from an approved school.	4 years
(a)(3) Extension certificate in landscape architecture from an approved school.	2 years
(a)(5) Extension certificate as specified in subdivision (a)(3) and a degree from a university or college which consists of a 4-year curriculum.	4 years

CCR section 2620(c)(1)(B) requires that candidates earn at least one of the two years of training/ practice credit under the direct supervision of a landscape architect licensed in a United States jurisdiction, and must be gained after completion of qualifying education experience.

CCR section 2620(c)(1)(C) outlines the possible exceptions to the above requirement. It currently states that "a candidate shall be deemed to have met the provisions of subdivision (c)(1)(B) if he or she possesses a degree from a school specified in subdivision (a)(1) and has at least two years of training/practice credit as a licensed landscape contractor or possesses a certificate from a school specified in subdivision (a)(3) and has at least four years of training/practice credit as a licensed landscape contractor."

Education experience as specified in subdivision (a)(5) is not mentioned in subdivision (c)(1)(C). If the regulation were to be applied as it currently reads, a candidate with experience specified in subdivision (a)(5) would need either four years of experience as a licensed landscape contractor OR one year under a licensed landscape architect AND one year as a licensed landscape contractor or under the supervision of a licensed landscape architect, architect or civil engineer.

LATC staff has reviewed related regulation and prior meeting materials and noted that the Committee's intention was for candidates with education experience described in (a)(5) to need only two years as a licensed landscape contractor to meet the six-year experience requirement. Attached is an excerpt from the Education Subcommittee final report which outlines the various pathways to licensure in California and highlighted on page 2 is the pathway discussed above for candidates who have the education experience referenced in CCR section 2620(a)(5). This report was approved by the LATC on January 20, 2010. Attached is staff's recommended proposed language to amend CCR 2620(c)(1)(C) to include this pathway into regulation.

At today's meeting, the LATC is asked to discuss this objective and consider staff's recommendation to amend CCR section 2620 and take possible action.

ATTACHMENTS:

1. Education Subcommittee Final Report: Synopsis of Current Paths to Qualify for Exam/ Licensure
2. Proposed Language to Amend CCR Section 2620 (Education and Training Credits)

Education Subcommittee Final Report:
Synopsis of Current Paths to Qualify for Exam/Licensure

Education	Max Ed Credit		Education + Experience Combinations equals six credits
Accredited LA Degree	**4**	A	2 yrs as or under LA
		B	1 yr as or under LA 1 yr as or under an Arch
		C	1 yr as or under LA 1 yr as or under CE
		D	1 yr as or under LA 1 yr holding C-27 license
After degree is awarded, one year training/experience under LA is required except for pattern E.		E	2 yrs holding C-27 license
Unaccredited LA Degree (includes approved Foreign degrees)	**3**	F	3 yrs as or under LA
		G	2 yrs as or under LA 1 yr as or under Arch
		H	2 yrs as or under LA 1 yr as or under CE
		I	2 yrs as or under LA 1 yr holding C-27
		J	1 yr as or under LA 2 yrs holding C-27
		K	1 yr as or under LA 1 yr holding C-27 1 yr as or under Arch
		L	1 yr as or under LA 1 yr holding C-27 1 yr as or under CE
Approved Extension Certificate in LA	**2**	M	4 yrs as or under LA
		N	3 yrs as or under LA 1 yr as or under Arch
		O	3 yrs as or under LA 1 yr as or under CE
		P	2 yrs as or under LA 2 yrs holding C-27
		Q	2 yrs as or under LA 1 yr as or under Arch 1 yr holding C-27
		R	2 yrs as or under LA 1 yr as or under CE 1 yr holding C-27
		S	1 yr as or under LA 3 yrs holding C-27
		T	1 yr as or under LA 2 yrs holding C-27 1 yr as or under Arch
		U	1 yr as or under LA 2 yrs holding C-27 1 yr as or under CE
After Certificate is awarded, one year training/experience under LA is required except for pattern V.		V	4 yrs holding C-27

Approved Extension Certificate in LA + 4 yr degree in any Subject	**4**	A	2 yrs as or under LA
		B	1 yr as or under LA 1 yr as or under an Arch
		C	1 yr as or under LA 1 yr as or under CE
		D	1 yr as or under LA 1 yr holding C-27 license
After Certificate is awarded, one year training/experience under LA is required except for pattern E.		E	2 yrs holding C-27 license
Associate LA Degree	**1**	W	5 yrs as or under LA
		X	4 yrs as or under LA 1 yr as or under Arch
		Y	4 yrs as or under LA 1 yr as or under CE
		Z	4 yrs as or under LA 1 holding C-27
		AA	3 yrs as or under LA 2 yrs holding C-27
		BB	3 yrs as or under LA 1 yr holding C-27 1 yr as or under Arch
		CC	3 yrs as or under LA 1 yr holding C-27 1 yr as or under CE
		DD	2 yrs as or under LA 3 yrs holding C-27
		EE	2 yrs as or under LA 2 yrs holding C-27 1 yrr as or under Arch
		FF	2 yrs as or under LA 2 yrs holding C-27 1 yr as or under CE
		GG	1 yr as or under LA 4 yrs holding C-27
		HH	1 yr as or under LA 3 yrs holding C-27 1 yr as or under Arch
		II	1 yr as or under LA 3 yrs holding C-27 1 yr as or under CE

CALIFORNIA ARCHITECTS BOARD
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
PROPOSED REGULATORY LANGUAGE

Proposed language to amend California Code of Regulations section 2620 as follows:

§ 2620 Education and Training Credits

The Board's evaluation of a candidate's training and educational experience is based on the following table:

Experience Description	Education Max. Credit Allowed	Training and/ or Practice Max. Credit Allowed
(a) Experience Equivalent:		
(1) Degree in landscape architecture from an approved school.	4 years	
(2) Degree in landscape architecture from a non-approved school.	3 years	
(3) Extension certificate in landscape architecture from an approved school.	2 years	
(4) Associate degree in landscape architecture from a community college which consists of at least a 2-year curriculum.	1 year	
(5) Extension certificate as specified in subdivision (a)(3) and a degree from a university or college which consists of a 4-year curriculum.	4 years	
(6) Associate degree from a college specified in subdivision (a)(4) and an extension certificate as specified in subdivision (a)(3) of this section.	3 years	
(7) Partial completion of a degree in landscape architecture from an approved school.	1 year	
(8) Partial completion of an extension certificate in landscape architecture from an approved school where the applicant has a degree from a university or college which consists of a four-year curriculum.	1 year	
(9) A degree in architecture which consists of at least a four-year curriculum that has been accredited by the National Architectural Accrediting Board.	1 year	
(10) Self-employment as, or employment by, a landscape architect licensed in the jurisdiction where the experience occurred shall be granted credit on a 100% basis.		5 years
(11) Self-employment as, or employment by, a licensed architect or registered civil engineer in the jurisdiction where the experience occurred shall be granted credit on a 100% basis.		1 year

(12) Self-employment as a California licensed landscape contractor or a licensed landscape contractor in another jurisdiction where the scope of practice for landscape contracting is equivalent to that allowed in this State pursuant to Business and Professions Code Section 7027.5 and Cal. Code Regs. Title 16, Section 832.27 shall be granted credit on a 100% basis.		4 years

(b) Education credits

(1) Candidates shall possess at least one year of educational credit to be eligible for the examination.

(2) A degree from a school with a landscape architecture program shall be defined as one of the following:

(A) Bachelor of Landscape Architecture.

(B) Bachelor of Science in landscape architecture.

(C) Bachelor of Arts in landscape architecture.

(D) Masters degree in landscape architecture.

(3) The maximum credit which may be granted for a degree or combination of degrees from an approved school shall be four years of educational credit.

(4) A degree from a school with a landscape architecture program shall be deemed to be approved by the Board if the landscape architectural curriculum has been approved by the Landscape Architectural Accreditation Board (LAAB) as specified in its publication: "Accreditation Standards And Procedures" dated February 6, 2010 or the Board determines that the program has a curriculum equivalent to a curriculum having LAAB accreditation.

(5) For purposes of subdivisions (a)(7) and (8), "partial completion" shall mean that the candidate completed at least 80 percent of the total units required for completion of the 4-year degree or extension certificate program.

(6) Except as provided in subdivisions (a)(7) and (8), no credit shall be granted for academic units obtained without earning a degree or extension certificate under categories of subdivisions (a)(1), (2), (3) or (4) of this section.

(7) A candidate enrolled in a degree program where credit earned is based on work experience courses (e.g., internship or co-op program) shall not receive more than the maximum credit allowed for degrees under subdivisions (a)(1), (2) or (3) of this section.

(8) Except as specified in subdivision (a)(5) and (6) of this section, candidates with multiple degrees shall not be able to accumulate credit for more than one degree.

(9) The Board shall not grant more than four years of credit for any degree or certificate or any combination thereof for qualifying educational experience.

(c) Training Credits

(1)(A) Candidates shall possess at least two years of training/practice credit to be eligible for the examination.

(B) At least one of the two years of training/practice credit shall be under the direct supervision of a landscape architect licensed in a United States jurisdiction, and shall be gained in one of the following forms:

1. After graduation from an educational institution specified in subdivisions (a)(1), (2), (3), (4) or (~~4~~9) of this section.
2. After completion of education experience specified in subdivisions (a)(7) and (8) of this section.

(C) A candidate shall be deemed to have met the provisions of subdivision (c)(1)(B) if he or she possesses a degree or certificate from a school specified in subdivisions (a)(1) or (5) and has at least two years of training/practice credit as a licensed landscape contractor or possesses a certificate from a school specified in subdivision (a)(3) and has at least four years of training/practice credit as a licensed landscape contractor.

(2) Candidates shall be at least 18 years of age or a high school graduate before they shall be eligible to receive credit for work experience.

(3) A year of training/practice experience shall consist of 1500 hours of qualifying employment. Training/practice experience may be accrued on the basis of part-time employment. Employment in excess of 40 hours per week shall not be considered.

(d) Miscellaneous Information

(1) Independent, non-licensed practice or experience, regardless of claimed coordination, liaison, or supervision of licensed professionals shall not be considered.

(2) The Board shall retain inactive applications for a five (5) year period. Thereafter, the Board shall purge these records unless otherwise notified by the candidate. A candidate who wishes to reapply to the Board, shall be required to re-obtain the required documents to allow the Board to determine their current eligibility.

Authority cited: Section 5630, Business and Professions Code. Reference: Section 5650, Business and Professions Code.

Agenda Item K

DISCUSS AND POSSIBLE ACTION ON DRAFT *CONSUMER'S GUIDE TO HIRING A LANDSCAPE ARCHITECT*

As part of its 2015-2016 Strategic Plan, the LATC identified an objective to develop a plan to communicate with the public on the differences between landscape architects, landscape contractors, and landscape designers.

At its November 17, 2015 meeting, staff presented the Committee with a draft *Consumer's Guide to Hiring a Landscape Architect*, which was based on the Board's *Consumer's Guide to Hiring an Architect.* Following discussion, the Committee moved to create a subcommittee to complete revisions to the guide.

The subcommittee worked with staff to revise the attached guide. Changes made to the Board's guide to align with the LATC are shown in ~~strikeout~~ for deleted text and underline for new text in the attachment. The edits provided by the subcommittee are highlighted in yellow.

At today's meeting, the LATC is asked to review the revised *Consumer's Guide to Hiring a Landscape Architect* and take possible action.

ATTACHMENT:
Draft *Consumer's Guide to Hiring a Landscape Architect*

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INTRODUCTION

~~Are you thinking about hiring a landscape architect? Consumers and businesses often wish to construct or modify landscapes for the purpose of preservation, development and enhancement. The best approach is to hire a landscape architect to plan, design, and observe the construction of these projects. Working with a landscape architect helps ensure that your project is designed properly.~~When considering developing a new landscape or renovating an existing one you might need the services of a landscape architect. Consumers and businesses often hire a landscape architect to help plan and design a project from the conceptual design phase to preparing final construction documents and observation of the progress of the construction. Working with a landscape architect provides you with the knowledge that your project is being designed by a licensed professional who has been educated, has demonstrated that they have the required experience and passed the Landscape Architect Registration Exam (LARE), as well as the California Supplemental Exam (CSE).

The ~~California Architects Board (Board)~~Landscape Architects Technical Committee (LATC) examines, licenses, and regulates more than ~~22,000~~3,500 landscape architects in the State of California. ~~The Board's~~Its mission is to protect the health, safety, and welfare of the public by ensuring the professional performance of those landscape architects licensed to practice in the state.

The ~~Board~~ LATC has produced this *Consumer's Guide to Hiring a~~n~~ Landscape Architect* to help the consumer understand the sometimes complex and technical nature of landscape architectural services. It provides information on:

- what types of projects require a ~~licensed~~landscape architect;
- how to find and select a~~n~~ landscape architect;
- what the written contract between you and your landscape architect should contain; and
- how to manage budgeting and construction of your project.

By following the suggestions contained in this guide and carefully planning and thoroughly discussing your project beforehand with your landscape architect, you will help ensure a successful project.

THE PRACTICE OF LANDSCAPE ARCHITECTURE

California law defines the practice of landscape architecture as professional services, for the purpose of landscape preservation, development and enhancement, such as consultation, investigation, reconnaissance, research, planning, design, preparation of drawings, construction documents and specifications, and responsible construction observation~~the planning of sites, and the design, in whole or in part, of buildings or groups of buildings and structures~~. Any person who uses the title of landscape architect, or advertises to provide landscape architectural services in California, must be licensed as a~~n~~ landscape architect by the ~~Board~~LATC.

Obtaining a~~n~~ landscape architect's license requires an individual to demonstrate competence by passing a national examination, a Supplemental Examination required by the State of California, as well as providing evidence of at least ~~eight~~ six years of a combination of education and~~/or~~ experience ~~(which includes completion of a structured intern development program requiring 5,600 hours of experience)~~. Individuals are tested for competence in the following areas:

- ~~applicable codes and regulations, and assistance in the governmental review process;~~
- ~~investigation, evaluation, consultation, and advice;~~
- ~~planning, schematic and preliminary studies, designs, working drawings, and specifications;~~
- ~~coordination of services and/or documents by technical and special consultants;~~
- ~~technical assistance in the preparation of bid documents and agreements between clients and contractors;~~
- ~~contract administration; and~~
- ~~construction observation~~
- land planning, schematic and preliminary landscape studies, plant designs, working drawings and specifications;
- investigation, selection, and allocation of land and water resources for appropriate uses;
- feasibility studies;
- formulation of graphic and written criteria to govern the planning and design of land construction programs;
- preparation review, and analysis of master plans for land use and development;
- production of overall site plans, landscape grading and landscape drainage plans, irrigation plans, planting plans, and construction details; specifications; cost estimates and reports for land development;
- collaboration in the design of roads, bridges, and structures with respect to the functional and aesthetic requirements of the areas on which they are to be placed; negotiation and arrangement for execution of land area projects; and
- field observation and inspection of land area construction, restoration, and maintenance.

SHOULD I HIRE A~~N~~ LANDSCAPE ARCHITECT FOR MY ~~BUILDING~~ PROJECT?

For a successful project, it is generally recommended that you hire a~~n~~ landscape architect; however, not every ~~building~~ project requires a~~n~~ landscape architect's services. Current California law provides that persons who are not licensed as landscape architects ~~or registered as civil or~~

structural engineers can design certain types of buildings or portions of buildings, including may provide some limited landscape design and related services:

- Single-family dwellings of conventional woodframe construction that are not more than two stories and basement in height;
- Multiple dwellings containing no more than four dwelling units that are of conventional woodframe construction, not more than two stories and basement in height, and not more than four dwelling units per lot;
- Garages or other structures added to dwellings of woodframe construction that are not more than two stories and basement in height;
- Agricultural and ranch buildings of woodframe construction, unless the building official deems that an undue risk to the public health, safety, or welfare is involved;
- Nonstructural or nonseismic storefronts, interior alterations or additions, fixtures, cabinetwork, furniture, or other appliances or equipment, including nonstructural work necessary to provide for their installation; or
- Nonstructural or nonseismic alterations or additions to any building necessary for the installation of storefronts, interior alterations or additions, fixtures, cabinetwork, furniture, appliances, or equipment, provided those alterations do not change or affect the structural system or safety of the building.

- Prepare plans, drawings, and specifications for the selection, placement, or use of plants for single family dwellings, (i.e., planting plans);
- Prepare drawings for the conceptual design and placement of tangible objects and landscape features;
- Prepare any plans, drawings, or specifications for any property owned by that person;
- Engage in the practice of, or offer to practice as, a golf course architect;
- Perform professional services, such as consultation, investigation, reconnaissance, research, design, preparation of drawings and specifications and responsible supervision, where the dominant purpose of such services is the design of a golf course, in accordance with accepted professional standards of public health and safety;
- Engage in the practice of, or offer to practice as, an irrigation consultant; or
- Perform professional services, such as consultation, investigation, reconnaissance, research, design, preparation of drawings and specifications and responsible supervision, where the dominant purpose of such service is the design of landscape irrigation, in accordance with accepted professional standards of public health and safety.

However, before you hire someone who is not a licensed architect or registered engineer to design a new building or alter an existing structure, it is suggested that you consult the building official in your city or county building department who can advise whether your project will require a licensed architect or engineer to prepare and submit plans and specifications. Additionally, Inwhen determining whether you need a licensed landscape architect, architect or civil/structural or engineer, the building official will consider what existing state laws, the pertaining to public health, safety, and welfare issues, and/or local environmental and geographical conditions, (such as snow loads, winds, earthquake activity, tidal action, flood hazard zones, and soil conditions) might need to be taken into consideration.

FINDING AND SELECTING A~~N~~ LANDSCAPE ARCHITECT

Start by obtaining the names of several landscape architects from more than one source. You can ask for recommendations from people you know, or look on the internet for California ~~licensed~~landscape architects, landscape architectural firms, and professional associations. You can also receive more information about the practice of landscape architecture and referrals from professional associations such as ~~T~~the ~~American Institute of Architects (AIA)~~American Society of Landscape Architects (ASLA) ~~-~~and its local chapters ~~(www.aia.org)~~(www.asla.org).

Some landscape architects specialize in ~~designing certain types of structures such as single-family dwellings, multiple residential, commercial, institutional, or industrial structures~~ visual analysis, public facilitation and mediation, and historic preservation, while others might focus on ~~design a variety of building types~~site planning, master planning, and environmental planning, as well as residential design. You may find it to your advantage to contact several landscape architects or landscape architectural firms and ask what types of projects they have done and what services they provide.

After receiving referrals and recommendations from various sources, you will need to determine which landscape architect will be able to provide the type of services you need at a cost that is within your budget~~ary constraints~~. The following information will assist you with this process:

BASIC PROJECT CRITERIA

Prior to selecting a~~n~~ landscape architect, you should define basic criteria for your project and prepare to share this information with the landscape architects you are considering. The basic criteria for your project should include, but not necessarily be limited to:

- the desired size, appearance, and functional requirements of your project;
- the services you expect the landscape architect to perform;
- proposed total budget including fees, permits, construction costs and contingencies;
- how the project will be financed and, if known, by whom; and,
- important/critical milestone dates such as anticipated starting and completion dates of your project.

Request For Information/Qualifications

To make sure you hire a qualified landscape architect for your project, you should request the landscape architect provide information about their qualifications and experience.~~-~~ After reviewing this information, you may want to interview a number of landscape architects to determine their understanding of your project and your compatibility. During the selection process, you may want to ask some or all of the following questions:

General Information

- How long have you been in business?
- How many persons are employed by your firm, and do you have the available staff to take on my project?
- Do you have a valid California landscape architect's license? If so, what is your license number? (verify license at latc.ca.gov/consumers/search)
- How have you kept current in your practice?

- Do you intend to use consultants for this project? If so, who do you propose to use? What are their qualifications? What has been your experience with them? Are they insured?
- What percentage of your practice involves the type of ~~structure I intend to build~~work required for my project?
- Do you carry insurance? If so, what type(s)? How long have you carried each type and what are the policy limits?

Experience

- Have you recently ~~designed the~~ completed similar types of ~~structure I intend to build~~work required for my project?
- ~~When and what~~What ~~was~~were your most recent project(s)? ~~When were they completed?~~
- May I see examples of your previous projects that are similar to my project (sketches, photos, plans)?
- May I have the names, addresses, and telephone numbers of the clients for these previous similar projects for references on your work?
- What was the actual construction cost versus budgeted cost for these projects?

Services

- What services did you provide for these clients during the design, bidding, and construction phases?
- What services do you propose to provide for my project during each of these phases?
- Which services are "basic" services and which are "extra or additional" services?
- Who will provide these services, you or your employees? If your employees will be providing the services, will you be directly supervising them?
- What services will ~~you not provide or are provided by others~~ not be provided? What services will be proved by others?
- What does construction observation services entail? How often will you be on site? What is your role during site visits/during construction?
- At the conclusion of the project, will I receive a record copy of all plans? Who retains ownership of the plans once the project is completed?

Fees

- How will your fees for my project be determined and what services do the fees cover?
- Will you provide opinions of probable construction costs for my project?
- If consultants (civil, structural, mechanical, electrical, geotechnical, testing and inspection, ~~interior design, landscape~~ architecture, etc.) are necessary, are their fees included in your "basic" services fee or are they separate services?
- What additional costs (e.g., permit and other governmental fees) or services (e.g., time spent obtaining necessary permits and other approvals) do you anticipate for my project?
- How do you establish your fees for additional services and reimbursable expenses?
- Will there be a charge for redesign if it is necessary to meet the construction budget?
- Will there be additional charges for changes required by the building department or other government agency?
- How are additional charges computed for design changes requested by me or requested by a contractor?
- Will you provide a list of the hourly service fees?

Time

- Can you meet my proposed schedule?
- What happens in the event that the project does not meet the proposed schedule?
- Is 'overtime' for your employees covered in your set fee amount or is that an additional fee?

Disputes

- How will we handle any dispute that may arise between us?

MAKING THE FINAL DECISION

It is wise to check the references that each landscape architect gives you and ask the following questions:

- Did the landscape architect adhere to required schedules and budgets?
- Were you pleased with the landscape architect's services and your working relationship with the landscape architect?
- What happens in the event that the project does not meet the proposed schedule?
- Is 'overtime' for your employees covered in your set fee amount or is that an additional fee?
- Did the landscape architect listen to your concerns and attempt to resolve them?
- Would you hire the landscape architect again?
- What problems surfaced during the project? How were they handled? Were they resolved to your satisfaction?
- Did the landscape architect have a productive relationship with the landscape contractor and others involved in the construction of your project?

If possible, visit the projects the landscape architects have used as examples of their services.

Although the ~~Board~~ LATC does not maintain a referral service and cannot recommend landscape architects; it can advise if a~~n~~ landscape architect is currently licensed and whether the ~~Board~~ LATC has taken any enforcement and/or disciplinary action against that landscape architect. You can contact the ~~Board~~ LATC by telephone or visit its website at www.~~cab~~latc.ca.gov.

THE CONTRACT FOR DESIGN SERVICES

~~Since January 1, 1996,~~ California law ~~has~~ require~~d~~s that any landscape architect who agrees to provide landscape architectural services to a client must have a written contract. The contract must be signed by the landscape architect and client prior to commencing services, unless the client knowingly states in writing that the services can be started before the contract is signed, or the client states in writing, after being informed about the statutory provision, that he or she does not want a written contract. Although there are these few exceptions to the requirement for a written contract, the ~~Board~~ LATC recommends that you always insist upon a written contract with the landscape architect to document the terms and conditions that will govern your relationship. Many landscape architects prepare their own contracts or have them prepared by an attorney; others use standard form agreements published by ~~AIA~~ the American Society of Landscape Architects (ASLA).

Whatever contract is used for professional services, it is a legal document that binds you and the landscape architect to certain obligations for the life of the project and, in some cases, beyond project completion. It should include the specific services that you and your landscape architect have agreed upon and the conditions under which these services are to be rendered. Otherwise, issues could arise that may be both expensive and time consuming to resolve.

Review the contract carefully. It is your responsibility, along with the landscape architect's, to understand the provisions included within it and to follow them~~ and follow the contract~~. You have the right to question and negotiate changes in the terms of the contract before signing it, even if it is a printed standard form. Because it is a binding legal document, you may wish to have your legal counsel review the contract before you sign it. You should retain an original copy of the signed contract. In addition, you should not make agreements with other parties regarding your project without first notifying the landscape architect.

MANDATORY ITEMS FOR THE WRITTEN CONTRACT

California law (Business and Professions Code section ~~5536.22~~5616) requires that a written contract for landscape architectural services contain, at a minimum, the following items:

1. a description of services to be provided by the landscape architect to the client;
2. a description of any basis of compensation applicable to the contract, including the total price that is required to complete the contract and method of payment agreed upon by both parties (e.g., hourly rate, flat fee, percentage of construction cost);
3. a notice that reads: "Landscape architects are licensed by the State of California;
4. the name, address, and license number of the landscape architect and the name and address of the client;
5. a description of the procedure that the landscape architect and the client will use to accommodate additional services; and
6. a description of the procedure to be used by either party to terminate the contract.

ADDITIONAL RECOMMENDED ITEMS IN THE WRITTEN CONTRACT

Beyond those items required for landscape architects by law, the ~~Board~~ LATC recommends that a contract for landscape architectural services be as clear and complete as possible in defining the goals and the expectations of both parties for the project. Since this venture is a collaboration of client and landscape architect, the contract should clearly define the client's responsibilities, as well as those of the landscape architect.

Basic client responsibilities generally include providing the following:

- project information and decisions in a relevant and timely manner;
- property related information including legal descriptions, boundary and topographic surveys showing existing conditions, soils testing and reports, unless otherwise defined or authorized in the agreement;
- description of desired project requirements, especially related to size, uses, and appearance; and,
- definition of critical project milestones such as funding cycles, third party approvals, and anticipated or required completion/occupancy dates.

Basic contract could be expanded to include some or all of the following:

- the address of the project and, if applicable the project's title;
- a narrative description of the project including any unique or special requirements;
- the project schedule with critical time frames for events such as funding cycles, third-party approvals, completion of design services, start and completion of construction, ~~occupancy date,~~ etc.;
- an ~~estimated construction budget~~ opinion of probable construction costs and a description of what it includes;
- a provision for fee and construction budget cost escalation or contingencies for changes in the project scope during design and construction phases or for delays to schedules;
- an understanding of when the client's approval must be given in order for the landscape architect to proceed to the next phase;
- an itemized listing and description of the landscape architect's basic services and the proposed fee;
- a definition of additional services and procedures for authorization and compensation;
- a definition of reimbursable expenses and the procedures for authorization and compensation;
- a definition of the procedure for documenting all changes in project scope, cost, and schedule;
- a listing of the project consultants, if known, that may be needed (i.e., engineering, geotechnical, ~~landscape~~architect, etc.), and the procedure for hiring and compensating them;
- a schedule of when fee payments are due and in what amounts;
- a definition of the amount of any required retainer fee and how and when it will be applied to the total fee for services;
- how final payment is computed if the contract is terminated;
- a clarification of who is responsible for keeping project account records and when they may be reviewed;
- whether construction observation services are included and a description of the intent

and scope of these services, and if they are part of basic or additional services;

- whether assistance with bidding and/or establishing a contract between a contractor and owner will be provided and if it is part of basic or additional services;
- a clarification of who owns, can use or reuse the project documents, including electronic files, at completion of the project or if the landscape architect is terminated; and
- a procedure for handling disputes between the parties should the need arise (for example, arbitration, mediation, or civil action). (Be aware a~~n~~ landscape architect has a right to file ~~a Design Professionals' Lien and/or~~ a Mechanics' Lien in the event the agreed-upon fees are not paid. See page 12.)

KEEPING RECORDS

It is important to keep the written contract and a written record of all verbal communication with your landscape architect related to the project. Do not assume your landscape architect will interpret everything you discuss with him or her the same way you do. When you have a meeting or discussion with the landscape architect about your project, write the landscape architect a memo or email confirming your understanding of that meeting or discussion. These memos can help to prevent misunderstandings from occurring and may prove invaluable should a problem or dispute occur. Include the date and time of your conversation in the memo or email, as well as the date you write it.

You may also want to write memos or notes to yourself about the progress of the project. Photographs or videotapes taken at regular intervals (with notes as to the dates that the photos are taken) can be very useful in establishing a historical record of the project.

Keep detailed financial records by ensuring the landscape architect provides detailed invoices. Also keep records of the date and amount of each payment you make. Require the landscape architect to obtain your written approval at designated phases and before additional costs are incurred.

Make sure that you receive a copy of all documents you sign, and keep a copy of all documents you give to your landscape architect.

FINANCIAL ISSUES

Before you sign the written contract, clearly establish the total amount of money (including contingency funds) you are willing to pay for the design and construction of your project, the frequency of progress payments you will make to your landscape architect, and the amounts and schedule for these payments. Make sure this fee schedule is recorded accurately in the written contract, and that you make each payment to the landscape architect as called for in the contract. If you have obtained a loan for your project, ensure that it covers both the cost of your landscape architect's services and the construction cost.

Payment schedules should reflect the services to be provided on your project. Be wary of excessive advances or retainer fees to begin services. Make the final payment when the services are complete in accordance with your contract and you are satisfied with the services your landscape architect has provided you.

Careful planning and discussion with your landscape architect regarding services and payments, as well as accurate record keeping, will develop open communication and lead to a successful working relationship.

~~RELEASE OF PLANS~~

~~The official copy of the plans maintained by the building department of the city or county is open for inspection as a public record. However, a copy may only be duplicated with the permission of the architect and the original or current owner. Criteria for retention and release of official copies of permitted projects by building departments are defined in Health and Safety Code sections 19850-19853.~~

CONSTRUCTION HINTS

Unless you are experienced in landscape construction, you probably should not attempt to build your project yourself. A properly licensed and experienced ~~building~~ landscape contractor should perform the construction. Contact the Contractors State License Board at (800) 321-2752 or www.cslb.ca.gov to verify a contractor's license and to access consumer information.

A building permit does not guarantee that the plans your landscape architect gives you are sufficient for construction. Discuss the plans with your landscape architect and your contractor to ensure that they are suitable for bidding and construction purposes.

WHAT TO DO IF A PROBLEM OCCURS WITH YOUR PROJECT

You have a right to receive competent and professional service from the landscape architect you have hired. However, even if you have read and followed this guide and have done everything possible to prevent problems, you may still encounter difficulties.

In the event a problem should arise, you should first, discuss the problem thoroughly and calmly with your landscape architect. If you believe the landscape architect is violating your written contract, review the contract and other relevant documentation with the landscape architect. If your contract has a dispute resolution procedure, you should comply with it or take civil action as appropriate. You may also file a complaint with the ~~Board~~LATC.

PRE-CONSTRUCTION ~~DESIGN PROFESSIONALS' LIENS~~MECHANICS' LIENS

Design professionals have a right to record a mechanics' lien before construction begins. A pre-construction ~~design professionals'~~ mechanics' lien is a ~~separate~~ remedy available only to architects, landscape architects, ~~-~~professional engineers, and land surveyors who provide services during the planning phase of a private work project under a written agreement with the owner. The lien is on the property for which the project is planned and may not be recorded until a building permit or other governmental approval associated with the project has been obtained in connection with the services rendered by the design professional. Pre-construction mechanics' liens may be converted to regular mechanics' liens within 30 days of commencement of the work of improvement.

MECHANICS' LIENS

Once construction commences, a~~n~~ landscape architect may have the right to record a mechanics' lien against your property for any unpaid fees. ~~Like design professionals' liens, a~~A mechanics' lien is a ~~separate~~ remedy available to certain persons that bestow labor, services, materials, etc. to a private project. The law governing mechanics' liens is very complex. In the event of a dispute with your landscape architect that results in the recording of a mechanics' lien, you may wish to consult legal counsel.

WHAT CONSTITUTES A COMPLAINT?

The California Architects Board (Board) ~~has the~~ delegates authority to the LATC ~~power, duty, and authority~~ to investigate alleged violations of the provisions of the Landscape Architects Practice Act (Business and Professions Code, Division 3, Chapter 3.5, section ~~5500~~ 5615 et. seq.). The ~~Board~~ LATC ~~is also given specific~~has the authority to receive and investigate complaints against ~~its~~landscape architect licensees and the Board has authority to discipline violators accordingly. Do not hesitate to call or write the ~~Board~~ LATC about any questions or concerns you may have. The Board may take action against landscape architects for:

- fraud or misrepresentation in obtaining a license;
- impersonation or use of an assumed or corporate name;
- aiding or abetting unlawful practice;
- signing someone else's plans or permitting the misuse of their name;
- fraud or deceit in the practice of landscape architecture;

- negligence or willful misconduct;
- failure to accurately represent qualifications; and/or,
- ~~conflict of interest; and/or,~~
- gross incompetence ~~or recklessness~~.

Disciplinary and enforcement actions may include license revocation, license suspension, license probation, citations, civil injunctions, and/or referral to local district attorneys for criminal prosecution.

The Board/LATC may also investigate complaints about unlicensed individuals attempting to provide landscape architectural services.

HOW TO FILE A COMPLAINT

You may contact the ~~Board~~ LATC at the address listed in this booklet. If you telephone the ~~Board~~LATC, you will be sent a complaint form with instructions for filing a complaint against a~~n~~ landscape architect or unlicensed person. Complaint information and forms are also available online at www.~~cab~~latc.ca.gov. You will need to fill out the form and return it to the ~~Board~~ LATC with any evidence to support your complaint. If you submit a letter, fully describe your complaint. Submit copies of all documentation that you believe will substantiate your complaint. Keep the originals of these documents, as well as a copy of your complaint letter. Include your name, address, and telephone number so that the ~~Board~~ LATC can contact you if more information is required.

You have the right to remain anonymous if you so choose by requesting it at the time you file your complaint. However, anonymity may add some difficulty or may prevent the ~~Board~~ LATC from fully investigating your complaint and/or prosecuting the case.

HOW WILL THE ~~BOARD~~ LATC RESPOND?

You are encouraged to notify the ~~Board~~ LATC as early as possible so that ~~Board~~ LATC staff can help you resolve the problem.

After the ~~Board~~ LATC receives your complaint, you will be formally notified of its receipt and that the ~~Board~~ LATC ~~is~~ has begun~~inning~~ the review process. If necessary, you will be asked to provide additional information. If the ~~Board~~ LATC believes that the complaint has merit it will begin the investigation by evaluating the professional and/or technical aspects of your complaint. A letter will be sent to the landscape architect or unlicensed individual approximately ~~10~~ ten days after receipt of your complaint requesting a response to the allegations.

The Board may only take action where there is a violation of the Landscape Architects Practice Act. If your complaint concerns something outside the ~~Board's~~ LATC's jurisdiction, you will be notified if another state or local agency might be able to assist you. If you are seeking recovery of money for alleged damages, you should consider other avenues of redress (i.e., arbitration, small claims court, civil, or criminal action) as the Board/LATC does not have the authority to recover monetary damages for you. The Department of Consumer Affairs has several publications available at www.dca.ca.gov concerning small claims court.

The ~~Board~~ LATC gives priority to complaints involving a person's life, health, safety, or welfare.

~~SPECIAL PROVISIONS IN THE EVENT OF A NATURAL DISASTER~~

~~In the event of a declared disaster such as an earthquake, fire, or flood, additional provisions of state law become effective.~~

~~PENALTIES FOR UNLICENSED PRACTICE~~

~~When responding to advertisements or solicitations offering architectural services, disaster victims should verify whether the person offering services has a valid license. Only persons licensed by the Board may call themselves architects and provide architectural services.~~

~~During a declared state of emergency, the penalty against an unlicensed person who represents that he or she is an architect in connection with the offer or performance of architectural services for the repair of damage to a structure caused by a natural disaster is increased and punishable by a fine up to $10,000 and/or imprisonment.~~

~~REQUIREMENTS FOR RECONSTRUCTION~~

~~Individuals are advised to contact their local building officials for clarification of the requirements for repair or reconstruction of their project. It may not be possible to recreate the home or business as it existed before the disaster if it was designed years ago to conform to building codes that have since been changed. In some instances, substantial design or redesign services may be necessary to meet current code requirements.~~

~~RELEASE OF COPY OF PLANS~~

~~If damage to residential real property is caused by a natural disaster declared by the Governor, and if the damage may be covered by insurance, the architect or other person who prepared the plans originally used for the construction or remodeling of the property must release a copy of the plans to the homeowner, the homeowner's insurer, or a duly authorized agent of either upon request. The plans may only be used for verifying the amount of damage for insurance purposes.~~

~~The architect may charge a reasonable fee to cover the reproduction costs of providing a copy of the plans. The plans cannot be used to rebuild any part of the property without prior written consent of the architect or other person who prepared the plans. If prior written consent is not provided, the architect will not be liable if the plans are subsequently used by the homeowner or anyone else to rebuild any part of the property.~~

~~IMMUNITY FOLLOWING AN EARTHQUAKE~~

~~California has a Good Samaritan Law for licensed architects, engineers, and land surveyors who, at the request of a public official, provide safety inspection services, without compensation, at the scene of a declared national, state, or local emergency caused by an earthquake. This law provides that the "Good Samaritan" architects who provide these services are immune from liability. This immunity applies only for an inspection that occurs within 30 days of the declared emergency.~~

WHERE TO NOTIFY THE ~~BOARD~~LATC

~~California~~ Landscape Architects ~~Board~~Technical Committee
2420 Del Paso Road, Suite 105
Sacramento, CA 95834
(916) 574-72~~2~~30
~~(800) 991-2223~~
www.~~cab~~latc.ca.gov
latc~~cab~~@dca.ca.gov

Agenda Item L

REVIEW TENTATIVE SCHEDULE AND CONFIRM FUTURE LATC MEETING DATES

<u>February</u>		
15	*Presidents Day*	*Office Closed*
<u>March</u>		
3	California Architects Board Meeting	Burbank
31	*Cesar Chavez Day*	*Office Closed*
<u>April</u>		
4-16	Landscape Architect Registration Examination (LARE) Administration	Various
<u>May</u>		
TBD	LATC Meeting	TBD
30	*Memorial Day*	*Office Closed*
<u>June</u>		
9	California Architects Board Meeting	TBD
<u>July</u>		
4	*Independence Day*	*Office Closed*
<u>September</u>		
TBD	California Architects Board Meeting	TBD
5	*Labor Day*	*Office Closed*
<u>October</u>		
21-24	American Society of Landscape Architects (ASLA) Annual Meeting	New Orleans, LA
<u>November</u>		
11	*Veterans Day*	*Office Closed*
24–25	*Thanksgiving Holiday*	*Office Closed*
<u>December</u>		
8-9	California Architects Board Meeting	Sacramento
26	*Christmas Observed*	*Office Closed*

Agenda Item M

ADJOURNMENT

Time: _____