

DEPARTMENT OF ~~LABOR & ECONOMIC GROWTH~~ LICENSING AND
REGULATORY AFFAIRS

DIRECTOR'S OFFICE

ARCHITECTS - GENERAL RULES

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These rules become effective immediately upon filing with the Secretary of State unless adopted under section 33, 44, or 45a(6) of 1969 PA 306. Rules adopted under these sections become effective 7 days after filing with the Secretary of State.

(By authority conferred **on the board by section 308 of 1980 PA 299, MCL 339.308 and** on the director of the department of ~~labor and economic growth licensing and regulatory affairs~~ by sections ~~308 of 1980 PA 299, MCL 339.308 205 and 2009 of 1980 PA 299, MCL 339.205 and MCL 339.2009 and~~ Executive Reorganization Order Nos. 1996-2, ~~MCL- 445.2001 and Executive Reorganization Order No. 2003-18, MCL 445.2011~~ **2003-1, 2011-4, MCL 445.2001, MCL 445.2011, and MCL 445.2030**)

R 339.15101 of the Michigan Administrative Code is amended, and R 339.15501, R 339.15502, R 339.15503, R 339.15504, R 339.15505, R 39.15506 and R 339.15507 are added, as follows:

R 339. 15101 Definitions.

Rule 101. (1) As used in these rules:

- (a) "Act" means 1980 PA 299, MCL 339.101 **to 339.2919**.
- (b) "Authorized representative" means the chairperson, vice chairperson, or ~~such~~ other member of the board or employee of the department as the board may formally designate.
- (c) "Board" means the board of architects.
- ~~(d) "Department" means the department of labor and economic growth.~~
- (d) "Continuing education" means an instructional course or activity designed to bring licensees up to date on a particular area of knowledge or skills relevant to a licensee's area of professional practice.**
- (e) "Course" means any qualifying activity with a clear purpose and objective that will maintain, improve, or expand the skills and knowledge relevant to the licensee's area of professional practice. Regular duties for compensation shall not be considered activities, except for employer compensated continuing education activities.**
- (f) "Department" means the department of licensing and regulatory affairs.**
- (g) "Distance learning" means any of the following:**
 - (i) Courses where an instructor and a licensee may be apart and instruction takes place through online or electronic media.**

(ii) Courses which include, but are not limited to, instruction presented through interactive classrooms, at the job site, computer conferencing, and interactive computer systems.

(iii) Monographs which include an online quiz or test offered by a sponsor that may not require an instructor.

(h) “Health, Safety and Welfare (HSW) subjects” mean technical and professional subjects, relevant to the practice of architecture, which contain elements that will enhance the public’s health, safety, and welfare.

(i) “Monograph” means a distance learning course that examines or investigates current and emerging topics in architecture.

(j) “Sponsor” means a person, as defined in section 105(5) of the code, and acceptable as determined by the department, to fulfill the requirements of section 2009 of the code for continuing education.

(2) Terms defined in the act have the same meanings when used in these rules.

PART 5. CONTINUING EDUCATION

R 339.15501 Continuing education; license renewal; requirements.

Rule 501. (1) A licensee is required to obtain 12 hours of continuing education per year or 24 hours of continuing education every 2 years, as specified in R 339.15503.

(2) A licensee shall certify the completion of continuing education requirements as a condition for licensure renewal in a format prescribed by the department.

(3) If a licensee exceeds the required hours in a renewal period, a maximum of 12 hours may be carried forward into 1 subsequent renewal period.

(4) The department shall not renew a license if the continuing education requirements have not been completed.

(5) A licensee shall submit to the department evidence of fulfillment of the continuing education requirements within 45 days of a request from the department for the evidence to be submitted.

R 339.15502 Acceptable continuing education; limitations.

Rule 502. (1) Continuing education may be acquired in another jurisdiction.

(2) Continuing education hours in HSW subjects may be earned as follows:

(a) Successfully completing a college course.

(b) Successfully completing a continuing education course.

(c) Successfully completing a distance learning course.

(d) Presenting or attending a seminar, in-house course, workshop, or professional or technical presentation made at a meeting, convention, or conference.

(e) Teaching, instructing, or presenting an acceptable course or activity listed in subrule 2(a) to (d) of this rule.

(f) Publishing a peer-reviewed paper, article, or book in the licensee’s area of professional practice.

(g) Serving as a member of the state board of architects or attending a state board of architects’ meeting.

(h) Participating in a company sponsored seminar or training to that is designed to enhance professional development in the licensee’s area of professional practice.

(3) Continuing education hours shall be granted once during a renewal period in which the hours were earned for the same course or activity that a licensee completed as a participant, instructor, or presenter.

(4) Continuing education hours shall be granted once for the first time a course is offered or presented provided that the course is not associated with a licensee's regular duties as a member of a facility.

(5) Continuing education hours shall not be earned for any of the following activities:

(a) Passing an examination to obtain licensure.

(b) Completing a course that is not designed to bring licensees up to date on a particular area of knowledge or skills in the licensee's area of professional practice.

(c) Attending a cultural performance, entertainment, or recreational meeting or activity, or participation in a travel group.

(6) Units. The conversion of other units of credit to hours per renewal cycle shall be as follows:

(a) 1 college semester credit hour 45 hours

(b) 1 college quarter credit hour 30 hours

(c) 1 professional development unit in a course or seminar 1 hour

(d) Teaching, instructing, or presenting a course or activity listed in subrule 2(a) to (d) of this rule. 45 hours

(e) Publishing a peer-reviewed paper, article, or book in the licensee's area of professional practice. 6 hours

(f) Serving as a member of the state board of architects or attending a state board of architects' meeting. 2 hours

R 339.15503 Continuing education hours required; renewal.

Rule 503. Beginning the licensee's first full renewal cycle after these rules take effect, continuing education hours required for renewal shall be as follows:

(a) A licensee who holds a license for less than 12 months from the date of initial licensure is not required to obtain continuing education hours for the first renewal period.

(b) A licensee who holds a license for more than 12 months, but less than 24 months from the date of licensure shall obtain 12 hours of continuing education for the first renewal period.

(c) A licensee who holds a license for 24 months or more from the date of initial licensure shall obtain 24 hours of continuing education for the renewal period.

R 339.15504 Determination of credit; forms; recordkeeping.

Rule 504. A licensee shall maintain records of continuing hours earned for 4 consecutive years. The records shall include both of the following:

(a) The courses or activities completed, the dates when the courses or activities were held, the sponsoring organization, and the continuing education hours earned.

(b) Verification of attendance at a course or activity, such as completion certificates or other supporting documentation.

R 339.15505 Sponsor.

Rule 505. A sponsor offering continuing education may include any of the following:

- (a) National Council of Architectural Registration Boards.
- (b) American Institute of Architects.
- (c) Construction Specifications Institute.
- (d) University of Michigan.
- (e) Lawrence Technological University.
- (f) University of Detroit Mercy.
- (g) Andrews University.
- (h) United States Green Building Council.
- (i) A college or university offering a course or activity relevant to architectural education, design, or construction technology education.
- (j) An organization offering a course or activity relevant to architectural education, design, or construction technology education.

R 339.15506 HSW subjects for continuing education.

Rule 506. HSW subjects may include any of the following:

- (a) Building design.
- (b) Environmental or land use analysis.
- (c) Life safety.
- (d) Architectural programming.
- (e) Site planning.
- (f) Site and soils analysis.
- (g) Accessibility.
- (h) Structural systems considerations, including lateral forces; hurricane or high wind safety and design.
- (i) Building codes.
- (j) Evaluation and selection of building systems, products, or materials.
- (k) Construction methods.
- (l) Contract documentation.
- (m) Construction administration.
- (n) Energy conservation.
- (o) Zoning and governance policies and procedures.
- (p) Sustainability.
- (q) Historic preservation.
- (r) Requirements for building in coastal areas.
- (s) Mold or other hazardous material mitigation.
- (t) The impact of design on human physiology and neurology.
- (u) Other similar HSW subjects relevant to architecture.

R 339.15507 Auditing.

Rule 507. The department may establish a process for auditing licensees regarding continuing education for compliance with the act and these rules.