

CHAPTER 1
DESCRIPTION OF ORGANIZATION
[Prior to 7/13/88, see Architectural Examiners, Board of[80]]

193B—1.1(544A,17A) Duties.

1.1(1) The purpose of the architectural examining board is to administer and enforce the provisions of Iowa Code chapter 544A with regard to the practice of architecture in the state of Iowa, including the examining of candidates; issuing licenses to practice architecture; assuring continuing competency through continued education; investigating violations and infractions of the architecture law; disciplining licensees; and imposing civil penalties against nonlicensees. To this end, the board has promulgated these rules to clarify the board's intent and procedures.

1.1(2) The primary mission of the board is to protect the public interest. All board rules shall be construed as fostering the guiding policies and principles described in Iowa Code section 544A.5. The board and its licensees shall strive at all times to protect the public interest by promoting the highest standards of architecture.

1.1(3) The board shall maintain a roster of all architects authorized to practice architecture in the state.

1.1(4) Chairperson. The chairperson shall preside at all meetings, shall appoint all committees, and shall otherwise perform all duties pertaining to the office of the chairperson.

1.1(5) Vice chairperson. The vice chairperson shall, in the absence or incapacity of the chairperson, exercise the duties and possess the powers of the chairperson.

1.1(6) Board administrator. The professional licensing and regulation bureau may employ a board administrator, who will maintain all necessary records of the board and perform all duties in connection with the operation of the board office. The board administrator is the lawful custodian of board records. The board administrator shall determine when the legal requirements for licensure have been satisfied with regard to issuance of certificates, licenses or registrations, and the board administrator shall submit to the board any questionable application. The bureau chief or designee shall sign vouchers for payment of board obligations.

[ARC 1505C, IAB 6/25/14, effective 7/30/14; ARC 2674C, IAB 8/17/16, effective 9/21/16; ARC 3331C, IAB 9/27/17, effective 11/1/17; ARC 5563C, IAB 4/21/21, effective 5/26/21]

193B—1.2(544A,17A) Office of the board. The mailing address of the board shall be: Iowa Architectural Examining Board, 200 E. Grand Avenue, Suite 350, Des Moines, Iowa 50309.

[ARC 1505C, IAB 6/25/14, effective 7/30/14]

193B—1.3(544A,17A) Meetings. Calls for meetings shall be issued in accordance with Iowa Code section 21.4. The annual meeting of the board shall be the first meeting scheduled after April 30. At this meeting, the chairperson and vice chairperson shall be elected to serve until their successors are elected. The newly elected officers shall assume the duties of their respective offices at the conclusion of the meeting at which they are elected. Officers shall serve no more than three consecutive one-year terms in each office to which they are elected. Special meetings may be called by the chairperson or board administrator, who shall set the time and place of the meeting.

[ARC 1505C, IAB 6/25/14, effective 7/30/14; ARC 2674C, IAB 8/17/16, effective 9/21/16; ARC 5563C, IAB 4/21/21, effective 5/26/21]

193B—1.4(544A,17A) Certificates. Certificates issued to successful applicants shall contain the licensee's name and state license number. All licenses are renewable biennially on July 1, with licensees whose last names begin with the letters A through K renewing in even-numbered years and licensees whose last names begin with the letters L through Z renewing in odd-numbered years as provided in rule 193B—2.5(17A,272C,544A).

The board shall maintain an electronic roster of those holders of certificates of licensure who have failed to renew. The certificate of licensure may be reinstated in accordance with rule 193B—2.6(544A,17A).

[ARC 1505C, IAB 6/25/14, effective 7/30/14; ARC 3331C, IAB 9/27/17, effective 11/1/17; ARC 5563C, IAB 4/21/21, effective 5/26/21]

These rules are intended to implement Iowa Code sections 544A.5, 544A.8 to 544A.10, and 272C.4.

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