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**VIRTUAL/TELECONFERENCE MEETING  
REGISTERED INTERIOR DESIGNER SECTION  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,  
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS,  
AND REGISTERED INTERIOR DESIGNERS  
Virtual, 4822 Madison Yards Way, Madison  
Contact: Will Johnson (608) 266-2112  
August 22, 2023**

*The following agenda describes the issues that the Section plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Section.*

**AGENDA**

**9:00 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

- A. Adoption of Agenda (1-2)**
- B. Approval of Minutes of June 20, 2023 (3)**
- C. Conflicts of Interest, Scheduling Concerns
- D. Introductions, Announcements and Recognition
- E. Administrative Matters – Discussion and Consideration**
  - 1. Department, Staff and Board Updates
  - 2. Section Members – Term Expiration Dates
    - a) Destree, Melissa M. – 7/1/2025
    - b) Phillips, Jennifer L. – 7/1/2024
    - c) Schade Stroik, Laura – 7/1/2024
    - d) Stroebel, Robin – 7/1/2026
    - e) Uselmann, Corissa D. – 7/1/2024
- F. Legislation and Policy Matters – Discussion and Consideration
- G. Administrative Rule Matters – Discussion and Consideration (4)**
  - 1. Preliminary Rule Draft: A-E 1 to 15, Relating to Registered Interior Designers (**5-19**)
  - 2. Pending and Possible Rulemaking Projects (**20-21**)
- H) Discussion and Consideration of Items Added After Preparation of Agenda:
  - 1. Introductions, Announcements and Recognition
  - 2. Administrative Matters
  - 3. Election of Officers
  - 4. Appointment of Liaisons and Alternates

5. Delegation of Authorities
6. Education and Examination Matters
7. Credentialing Matters
8. Practice Matters
9. Legislative and Policy Matters
10. Public Health Emergencies
11. Administrative Rule Matters
12. Liaison Reports
13. Board Liaison Training and Appointment of Mentors
14. Informational Items
15. Division of Legal Services and Compliance (DLSC) Matters
16. Presentations of Petitions for Summary Suspension
17. Petitions for Designation of Hearing Examiner
18. Presentation of Stipulations, Final Decisions and Orders
19. Presentation of Proposed Final Decisions and Orders
20. Presentation of Interim Orders
21. Petitions for Re-Hearing
22. Petitions for Assessments
23. Petitions to Vacate Orders
24. Requests for Disciplinary Proceeding Presentations
25. Motions
26. Petitions
27. Appearances from Requests Received or Renewed
28. Speaking Engagements, Travel, or Public Relation Requests, and Reports

**I) Public Comments**

**ADJOURNMENT**

**NEXT MEETING: OCTOBER 3, 2023**

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 MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED  
 WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board's agenda, please visit the Department website at <https://dsps.wi.gov>. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer, or reach the Meeting Staff by calling 608-267-7213.

**VIRTUAL/TELECONFERENCE MEETING  
REGISTERED INTERIOR DESIGNER SECTION  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL  
ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS AND REGISTERED  
INTERIOR DESIGNERS  
MEETING MINUTES  
APRIL 18, 2023**

**PRESENT:** Melissa Destree, Laura Schade Stroik, Robin Stroebel, Corissa Uselmann

**EXCUSED:** Jennifer Phillips

**STAFF:** Will Johnson, Executive Director; Joseph Ricker, Legal Counsel; Dana Denny, Administrative Rule Coordinator; Dialah Azam, Bureau Assistant; and other Department staff

**CALL TO ORDER**

Robin Stroebel, Chairperson, called the meeting to order at 9:02 a.m. A quorum was confirmed with four (4) members present.

**ADOPTION OF AGENDA**

**MOTION:** Melissa Destree moved, seconded by Laura Schade Stroik, to adopt the Agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF JANUARY 10, 2023**

**MOTION:** Laura Schade Stroik moved, seconded by Melissa Destree, to approve the Minutes from January 10, 2023 as published. Motion carried unanimously.


**ADJOURNMENT**

**MOTION:** Laura Schade Stroik moved, seconded by Corissa Uselmann, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 9:39 a.m.

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and title of person submitting the request:</b> Dana Denny, Administrative Rules Coordinator		<b>2) Date when request submitted:</b> 8/10/2023 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b> Registered Interior Designer Section			
<b>4) Meeting Date:</b> 8/22/23	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Administrative Rule Matters – Discussion and Consideration 1. Preliminary rule draft: A-E 1 to 15 relating to Registered Interior Designers 2. Pending or Possible Rulemaking Projects a. Rule Project Chart	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i>  <input type="checkbox"/> Yes <Appearance Name(s)> <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if applicable:</b> N/A	
<b>10) Describe the issue and action that should be addressed:</b>  <b>Attachments:</b> <ol style="list-style-type: none"> <li>1. 2021 WI Act 195</li> <li>2. Wisconsin Legislative Council Act Memo – 2021 WI Act 195</li> <li>3. Proposal for A-E 1 to 15 chapter layout</li> <li>4. Initial A-E 1 to 15 draft materials</li> <li>5. Joint A-E Rules Project Chart</li> </ol> (Board Rule projects can be Viewed Here if Needed: <a href="https://dsps.wi.gov/Pages/RulesStatutes/PendingRules.aspx">https://dsps.wi.gov/Pages/RulesStatutes/PendingRules.aspx</a> )			
<b>11) Authorization</b>			
		8/10/23	
Signature of person making this request		Date	
Supervisor (Only required for post agenda deadline items)		Date	
Executive Director signature (Indicates approval for post agenda deadline items)		Date	
<b>Directions for including supporting documents:</b> <ol style="list-style-type: none"> <li>1. This form should be saved with any other documents submitted to the <a href="#">Agenda Items</a> folders.</li> <li>2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director.</li> <li>3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.</li> </ol>			

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# Wisconsin Legislative Council

## ACT MEMO

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**Prepared by:** Melissa Schmidt, Principal Attorney

May 20, 2022

**2021 Wisconsin Act 195**  
[2021 Senate Bill 344]

**Interior Designers and Interior  
Design Firms**

2021 Wisconsin Act 195 makes various changes to the law related to registered interior designers and interior design firms. This includes changes made to the regulation, registration eligibility requirements, scope of practice, and authority for registered interior designers to seal or stamp documents, and the requirement for interior design firms to obtain certificates of authorization.

### **REGULATORY AUTHORITY OVER REGISTERED INTERIOR DESIGNERS**

Under **prior law**, the Department of Safety and Professional Services (DSPS) had specified regulatory authority related to the registration and discipline of interior designers. The regulation of architects, landscape architects, professional engineers, and professional land surveyors are regulated by sections of an examining board that is attached to DSPS, and under prior law was named the “Examining Board of Architects, Landscape Architects, Professional Engineers, and Professional Land Surveyors.”

**2021 Wisconsin Act 195** transfers authority related to registered interior designers from DSPS to the new registered interior designers section of the “Examining Board of Architects, Landscape Architects, Professional Engineers, Professional Land Surveyors, and Registered Interior Designers”, which is renamed and expanded by the act.<sup>1</sup> In doing so, the act adds three registered interior designers and two public members to the membership of this examining board. The new interior designer section has the authority to register, renew, and reprimand registered interior designers. The registered interior designer section also has the authority to limit, suspend, or revoke an interior designer’s certificate of registration for any gross negligence or misconduct, or any gross incompetence, in the practice of interior design. Lastly, the interior designer section is required by the act to promulgate rules establishing specifications for seals and stamps used by registered interior designers.

### **REGISTRATION ELIGIBILITY REQUIREMENTS FOR REGISTERED INTERIOR DESIGNERS**

Under **prior law**, a person was eligible for registration as an interior designer if the person satisfied either of the following eligibility requirements:

- Submitted all of the following: (1) evidence of education and experience in interior design or architecture, as specified under prior law; (2) that the person does not have an arrest or conviction record, subject to the Fair Employment Law; and (3) names of at least five references, at least three of whom shall have personal knowledge of the applicant’s interior designing experience. The person was also required to pass one of the interior designer examinations required under prior law and meet any other requirement established by DPSP rule.

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<sup>1</sup> The act accomplishes this transfer in the regulatory authority, in part, by moving the statutes related to registered interior designers from [ch. 440, subch. X, Stats.](#), to [ch. 443, Stats.](#)

- Registered as an architect and was either a graduate of a four-year architecture program or had at least six years of demonstrated practical experience in interior design of a character satisfactory to DSPS.

Under **the act**, a person must register with the interior designer section to engage in the practice of interior design and amends the criteria for being eligible to do so. Under the act, a person is eligible if the person satisfies one of the following:

- Passes an interior design examination approved by the registered interior designer section that is administered by an organization approved by the registered interior designer section and meet any other requirements established by the registered interior designer section by rule.
- Registers as an architect and is either a graduate of a four-year architecture program or has at least six years of demonstrated practical experience in interior design of a character satisfactory to the registered interior designer section, similar to prior law.

## REGISTERED INTERIOR DESIGNER'S SCOPE OF PRACTICE

Under **prior law**, the scope of practice of interior design was “the design of interior spaces in conformity with public health, safety and welfare requirements, including the preparation of documents relating to space planning, finish materials, furnishings, fixtures and equipment and the preparation of documents relating to interior construction that does not substantially affect the mechanical or structural systems of a building. Interior design specifically excluded services that constituted the practice of architecture or the practice of professional engineering.”

**The act** expands the scope of the practice of interior design in three ways. Specifically, the act adds the following to the scope of the practice of interior design: (1) the design of interior spaces as part of an interior alteration or interior construction project;<sup>2</sup> (2) the preparation of documents relating to building code descriptions, project egress plans that require no increase in the number of exits in the space affected; and (3) the preparation of interior technical submissions<sup>3</sup> relating to interior construction. The act also specifies that the following are excluded from the scope of practice of interior design:

- Services that constitute the practice of architecture or the practice of professional engineering. These services were also excluded from the scope under prior law.
- Altering or affecting the structural system of a building, including changing the building's live or dead load on the structural system.
- Changes to the building envelope, including exterior walls, exterior wall coverings, exterior wall openings, exterior windows and doors, architectural trim, balconies and similar projections, bay and

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<sup>2</sup> The act defines “interior alteration or interior construction project” to mean a project for an interior space or area within a proposed or existing building or structure, including construction, modification, renovation, rehabilitation, or historic preservation, that involves changing or altering any of the following: (a) the design function or layout of rooms; (b) the state of permanent fixtures or equipment; (c) the interior space or area if the change or alteration requires verification of the compliance of the interior space or area with a building code, fire code, the federal Americans with Disabilities Act, or state or local regulations; (d) interior furnishings; or (e) nonstructural elements of the interior space or area.

<sup>3</sup> The act defines “interior technical submission” to mean a design, drawing, specification, study, or other technical report or calculation that establishes the scope of an interior design project, including a description of standards of quality for materials, skilled labor, equipment, and construction systems, and that may be signed and sealed by a Wisconsin registered interior designer in compliance with the law.

oriel windows, roof assemblies and rooftop structures, and glass and glazing for exterior use in both vertical and sloped applications in buildings and structures.

- Altering or affecting the mechanical, plumbing, heating, air conditioning, ventilation, electrical, vertical transportation, fire sprinkler, or fire alarm systems.
- Changes beyond the exit access component of a means of egress system.
- Construction that materially affects life safety systems pertaining to fire safety or the fire protection of structural elements, or alterations to smoke evacuation and compartmentalization systems or to fire-rated vertical shafts in multistory structures.
- Changes of use to an occupancy of greater hazard as determined by the International Building Code.
- Changes to the construction classification of the building or structure according to the International Building Code.

## **REGISTERED INTERIOR DESIGNER AUTHORITY TO SEAL AND STAMP**

**The act** requires a registered interior designer who is responsible for preparing the interior technical submission for delivery to any person or for a public record to date, sign, and impress his or her seal or stamp upon the technical submission and any other related documents prepared by the registered interior designer. A registered interior designer is prohibited from impressing his or her seal or stamp on a document that he or she did not prepare, or knowingly permitting his or her seal or stamp to be used by any other person. The act also prohibits a registered interior designer from impressing his or her seal or stamp upon a document unless the seal or stamp satisfies the rules promulgated by the interior designer section.

If a city, village, town, or county (local unit of government) requires a seal or stamp on interior technical submissions that are submitted for an interior alteration or interior construction project, the local unit of government must accept interior technical submissions impressed with the seal or stamp of a Wisconsin registered interior designer that comply with the law.

## **INTERIOR DESIGN FIRM, PARTNERSHIP, OR CORPORATION**

With certain limited exceptions, **the act** creates a new requirement that an interior design firm, partnership, or corporation receive a certificate of authorization. Specifically, the act requires that an interior design firm, partnership, or corporation desiring a certificate of authorization must submit an application to DSPS listing the names and addresses of all officers and directors and all individuals in its employment registered to practice interior design in the state who will be in responsible charge of interior design being practiced through the firm, partnership, or corporation and other relevant information required by the registered interior designer section. The interior designer section must grant a certificate of authorization upon payment of the initial credential fee.

The renewal date for an interior design firm, partnership, or corporation certificate of authorization is February 1 of each even-numbered year.

The act also prohibits a Wisconsin registered interior designer from practicing or offering to practice interior design as a principal, officer, employee, or agent of a firm, partnership, or corporation unless both of the following are satisfied:

- All personnel who practice or offer to practice in its behalf as Wisconsin registered interior designers are registered, as required under the act.
- The firm, partnership, or corporation has been issued a certificate of authorization.

## **CONTINUING EDUCATION FOR REGISTERED INTERIOR DESIGNERS**

**Prior law** required an interior designer, when renewing his or her certificate of registration, to submit proof of completion of continuing education requirements that were established by DSPS by rule. DSPS promulgated administrative rules that required a registered interior designer to attend and successfully complete at least nine hours of an approved continuing education program before each two-year registration renewal date.

**The act** requires the new registered interior designer section to promulgate rules to require a registered interior designer to complete at least 15 hours of continuing education before each two-year renewal date, with at least 10 of the 15 hours in subjects related to the practice of interior design which safeguard the public's health, safety, and welfare.

**Effective date:** March 20, 2022, except that the following take effect on October 1, 2022: (1) the requirement that the interior designer section promulgate rules establishing specifications related to registered interior designer seals and stamps; and (2) the requirements related to a registered interior designer dating, signing, and impressing his or her seal or stamp upon an interior technical submission and any other related documents prepared by the registered interior designer.

MS:ksm



# State of Wisconsin



2021 Senate Bill 344

Date of enactment: **March 18, 2022**

Date of publication\*: **March 19, 2022**

## 2021 WISCONSIN ACT 195

AN ACT *to repeal* subchapter X of chapter 440 [precedes 440.96]; *to renumber* 443.17; *to amend* 15.105 (5), 15.405 (2) (title), 15.405 (2) (ag), 15.405 (2) (ar), 15.405 (2) (b), chapter 443 (title), 443.01 (3), 443.10 (2) (a), 443.10 (2) (e), 443.11 (title), 443.11 (1) (intro.), 443.16 and 703.11 (2) (b); and *to create* 440.08 (2) (a) 38i., 443.01 (3c), 443.01 (3e), 443.01 (5m), 443.01 (9), 443.015 (1e), 443.02 (5), 443.075, 443.08 (2) (d), 443.08 (3) (a) 4., 443.08 (4) (a) 5., 443.08 (4) (b) 5., 443.08 (5) (d), 443.10 (1) (e), 443.10 (4) (am), 443.11 (1) (dm), 443.17 (2), 443.17 (3), 443.17 (4) and 443.175 of the statutes; **relating to:** regulation, registration, and the scope of practice of interior designers, certificates of authorization for interior design firms, and granting rule-making authority.

*The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:*

**SECTION 1.** 15.105 (5) of the statutes is amended to read:

15.105 (5) STATE CAPITOL AND EXECUTIVE RESIDENCE BOARD. There is created a state capitol and executive residence board, attached to the department of administration under s. 15.03, consisting of the secretary of administration or the secretary's designee, the director of the historical society or the director's designee, an architect or engineer employed by the department of administration appointed by the secretary of administration, 3 senators and 3 representatives to the assembly appointed as are the members of standing committees in their respective houses, and 7 citizen members appointed for staggered 6-year terms of whom at least 2 shall be architects registered under ch. 443, one shall be a landscape architect registered under ch. 443 and 2 shall be interior designers registered under s. 440.962 ch. 443.

**SECTION 2.** 15.405 (2) (title) of the statutes is amended to read:

15.405 (2) (title) EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL ENGINEERS, DESIGNERS, ~~AND~~ PROFESSIONAL LAND SURVEYORS, AND REGISTERED INTERIOR DESIGNERS.

**SECTION 3.** 15.405 (2) (ag) of the statutes is amended to read:

15.405 (2) (ag) There is created an examining board of architects, landscape architects, professional engineers, designers, ~~and~~ professional land surveyors, and registered interior designers in the department of safety and professional services. Any professional member appointed to the examining board shall be registered or licensed to practice architecture, landscape architecture, professional engineering, the design of engineering systems, ~~or~~ professional land surveying, or interior design under ch. 443. The examining board shall consist of the following members appointed for 4-year terms: 3 architects, 3 landscape architects, 3 professional engineers, 3 designers, 3 professional land surveyors, 3 registered interior designers, and ~~10~~ 12 public members.

**SECTION 4.** 15.405 (2) (ar) of the statutes is amended to read:

\* Section 991.11, WISCONSIN STATUTES: Effective date of acts. "Every act and every portion of an act enacted by the legislature over the governor's partial veto which does not expressly prescribe the time when it takes effect shall take effect on the day after its date of publication."

15.405 (2) (ar) In operation, the examining board shall be divided into an architect section, a landscape architect section, a professional engineer section, a designer section, ~~and a professional land surveyor section, and a registered interior designer section.~~ Each section shall consist of the 3 members of the named profession appointed to the examining board and 2 public members appointed to the section. The examining board shall elect its own officers and shall meet at least twice annually.

**SECTION 5.** 15.405 (2) (b) of the statutes is amended to read:

15.405 (2) (b) All matters pertaining to passing upon the qualifications of applicants for and the granting or revocation of registration or licensure, and all other matters of interest to either the architect, landscape architect, engineer, designer, ~~or professional land surveyor, or registered interior designer~~ section shall be acted upon solely by the interested section.

**SECTION 6.** 440.08 (2) (a) 38i. of the statutes is created to read:

440.08 (2) (a) 38i. Interior design firm, partnership, or corporation: February 1 of each even-numbered year.

**SECTION 7.** Subchapter X of chapter 440 [precedes 440.96] of the statutes is repealed.

**SECTION 8.** Chapter 443 (title) of the statutes is amended to read:

**CHAPTER 443**  
**EXAMINING BOARD OF ARCHITECTS,**  
**LANDSCAPE ARCHITECTS,**  
**PROFESSIONAL ENGINEERS,**  
**DESIGNERS, AND PROFESSIONAL**  
**LAND SURVEYORS, AND REGISTERED**  
**INTERIOR DESIGNERS**

**SECTION 9.** 443.01 (3) of the statutes is amended to read:

443.01 (3) “Examining board” means the examining board of architects, landscape architects, professional engineers, designers, ~~and professional land surveyors, and registered interior designers.~~

**SECTION 10.** 443.01 (3c) of the statutes is created to read:

443.01 (3c) “Interior alteration or interior construction project” means a project for an interior space or area within a proposed or existing building or structure, including construction, modification, renovation, rehabilitation, or historic preservation, that involves changing or altering any of the following:

- (a) The design function or layout of rooms.
- (b) The state of permanent fixtures or equipment.
- (c) The interior space or area if the change or alteration requires verification of the compliance of the interior space or area with a building code, fire code, the federal Americans with Disabilities Act, or state or local regulations.
- (d) Interior furnishings.

(e) Nonstructural elements of the interior space or area.

**SECTION 11.** 443.01 (3e) of the statutes is created to read:

443.01 (3e) “Interior technical submission” means a design, drawing, specification, study, or other technical report or calculation that establishes the scope of an interior design project, including a description of standards of quality for materials, skilled labor, equipment, and construction systems, and that may be signed and sealed by a Wisconsin registered interior designer in compliance with this chapter.

**SECTION 12.** 443.01 (5m) of the statutes is created to read:

443.01 (5m) (a) “Practice of interior design” means the design of interior spaces as a part of an interior alteration or interior construction project in conformity with public health, safety, and welfare requirements, including the preparation of documents relating to building code descriptions, project egress plans that require no increase in the number of exits in the space affected, space planning, finish materials, furnishings, fixtures, and equipment and the preparation of documents and interior technical submissions relating to interior construction.

(b) “Practice of interior design” does not include any of the following:

1. Services that constitute the practice of architecture or the practice of professional engineering.
2. Altering or affecting the structural system of a building, including changing the building’s live or dead load on the structural system.
3. Changes to the building envelope, including exterior walls, exterior wall coverings, exterior wall openings, exterior windows and doors, architectural trim, balconies and similar projections, bay and oriel windows, roof assemblies and rooftop structures, and glass and glazing for exterior use in both vertical and sloped applications in buildings and structures.
4. Altering or affecting the mechanical, plumbing, heating, air conditioning, ventilation, electrical, vertical transportation, fire sprinkler, or fire alarm systems.
5. Changes beyond the exit access component of a means of egress system.
6. Construction that materially affects life safety systems pertaining to fire safety or the fire protection of structural elements, or alterations to smoke evacuation and compartmentalization systems or to fire-rated vertical shafts in multistory structures.
7. Changes of use to an occupancy of greater hazard as determined by the International Building Code.
8. Changes to the construction classification of the building or structure according to the International Building Code.

**SECTION 13.** 443.01 (9) of the statutes is created to read:

443.01 (9) “Wisconsin registered interior designer” means a person registered as a Wisconsin registered interior designer under this chapter.

**SECTION 14.** 443.015 (1e) of the statutes is created to read:

443.015 (1e) The rules promulgated under sub. (1) by the registered interior designer section of the examining board shall require a Wisconsin registered interior designer to complete at least 15 hours of continuing education during the 2-year period immediately preceding the renewal date specified under s. 440.08 (2) (a). At least 10 of the 15 hours shall be in subjects related to the practice of interior design which safeguard the public’s health, safety, and welfare.

**SECTION 15.** 443.02 (5) of the statutes is created to read:

443.02 (5) No person may use the title “Wisconsin registered interior designer,” use any title or description that implies that he or she is a Wisconsin registered interior designer, or represent himself or herself to be a Wisconsin registered interior designer unless the person is registered as a Wisconsin registered interior designer under this chapter.

**SECTION 16.** 443.075 of the statutes is created to read:

**443.075 Registration requirements for interior designers.** The registered interior designer section of the examining board shall register as a Wisconsin registered interior designer an individual who submits an application to the registered interior designer section on a form provided by the registered interior designer section and who satisfies one of the following requirements:

(1) The individual does all of the following:

(a) Passes an interior design examination approved by the registered interior designer section that is administered by an organization approved by the registered interior designer section.

(b) Meets any other requirements established by the registered interior designer section by rule.

(2) The individual is registered as an architect under s. 443.03 and submits evidence satisfactory to the registered interior designer section of all of the following:

(a) That he or she is a graduate of a 4-year architecture program.

(b) That he or she has at least 6 years of demonstrated practical experience in interior design of a character satisfactory to the registered interior designer section.

**SECTION 17.** 443.08 (2) (d) of the statutes is created to read:

443.08 (2) (d) No individual Wisconsin registered interior designer registered under this chapter may practice or offer to practice interior design as a principal, officer, employee, or agent of a firm, partnership, or corporation unless all of the following are satisfied:

1. All personnel who practice or offer to practice in its behalf as Wisconsin registered interior designers are registered under this chapter.

2. The firm, partnership, or corporation has been issued a certificate of authorization under sub. (3) (a) 4.

**SECTION 18.** 443.08 (3) (a) 4. of the statutes is created to read:

443.08 (3) (a) 4. A firm, partnership, or corporation desiring a certificate of authorization shall submit an application to the department on forms provided by the department, listing the names and addresses of all officers and directors and all individuals in its employment registered to practice interior design in this state who will be in responsible charge of interior design being practiced in this state through the firm, partnership, or corporation and other relevant information required by the registered interior designer section of the examining board. A similar type of form shall also accompany the renewal fee. If there is a change in any of these persons, the change shall be reported on the same type of form, and filed with the department within 30 days after the effective date of the change. The registered interior designer section shall grant a certificate of authorization to a firm, partnership, or corporation complying with this subsection upon payment of the initial credential fee determined by the department under s. 440.03 (9) (a). This subdivision does not apply to firms, partnerships, or corporations exempt under s. 443.14 (3) or (5).

**SECTION 19.** 443.08 (4) (a) 5. of the statutes is created to read:

443.08 (4) (a) 5. No firm, partnership, or corporation may be relieved of responsibility for the conduct or acts of its agents, employees, or officers by reason of its compliance with this chapter, nor may any individual practicing interior design be relieved of responsibility for interior design services performed by reason of his or her employment or relationship with the firm, partnership, or corporation.

**SECTION 20.** 443.08 (4) (b) 5. of the statutes is created to read:

443.08 (4) (b) 5. All final drawings, specifications, plans, reports, or other interior design papers or documents involving the practice of interior design, prepared for the use of a firm, partnership, or corporation, for delivery by it to any person, or for public record within the state shall be dated and bear the signature and seal of the Wisconsin registered interior designer who was in responsible charge of their preparation. This subdivision does not apply to persons exempt under s. 443.14 (3), (4), or (5).

**SECTION 21.** 443.08 (5) (d) of the statutes is created to read:

443.08 (5) (d) No firm, partnership, or corporation may engage in the practice of or offer to practice interior design in this state, or use in connection with its name, or otherwise assume, use, or advertise, any title or description tending to convey the impression that it is engaged in the practice of interior design, nor may it advertise or offer to furnish an interior design service,

unless the firm, partnership, or corporation has complied with this chapter.

**SECTION 22.** 443.10 (1) (e) of the statutes is created to read:

443.10 (1) (e) The registered interior designer section may, upon application and payment of the required fee, grant a certificate of registration to use the title “Wisconsin registered interior designer” to a person who is not a resident of and has no established place of business in this state, or who has recently become a resident of this state, if the person holds an unexpired certificate of similar registration issued to the person by the proper authority in any state or territory or possession of the United States or in any country in which the requirements for the registration of interior designers are of a standard not lower than specified in this chapter.

**SECTION 23.** 443.10 (2) (a) of the statutes is amended to read:

443.10 (2) (a) Applications for registration or for a certificate of record shall be on forms provided by the department and shall contain statements made under oath showing the applicant’s education and detail summary of the applicant’s technical work and not less than 5 references, of whom 3 or more shall have personal knowledge of the applicant’s architectural, landscape architectural or engineering experience in the case of an application for registration or of the applicant’s technical education or engineering work in the case of an application for a certificate of record. This paragraph does not apply to an application for registration as a Wisconsin registered interior designer.

**SECTION 24.** 443.10 (2) (e) of the statutes is amended to read:

443.10 (2) (e) The renewal date for certificates of registration for architects, landscape architects, ~~and~~ professional engineers, and Wisconsin registered interior designers is specified under s. 440.08 (2) (a), and the fee for renewal of such certificates is determined by the department under s. 440.03 (9) (a).

**SECTION 25.** 443.10 (4) (am) of the statutes is created to read:

443.10 (4) (am) The registered interior designer section of the examining board shall prepare each year a list showing the names and business addresses of all persons registered as a Wisconsin registered interior designer under this chapter. Upon request, the registered interior designer section shall provide a list prepared under this paragraph to any person at cost.

**SECTION 26.** 443.11 (title) of the statutes is amended to read:

**443.11 (title) Disciplinary proceedings against architects, landscape architects ~~and~~, engineers, and registered interior designers.**

**SECTION 27.** 443.11 (1) (intro.) of the statutes is amended to read:

443.11 (1) (intro.) The appropriate section of the examining board may reprimand an architect, landscape architect, ~~or~~ professional engineer, or Wisconsin registered interior designer or limit, suspend, or revoke the certificate of registration of any registrant, and the certificate of record of any engineer-in-training, who is found guilty of:

**SECTION 28.** 443.11 (1) (dm) of the statutes is created to read:

443.11 (1) (dm) Any gross negligence or misconduct, or any gross incompetence, in the practice of interior design as a Wisconsin registered interior designer.

**SECTION 29.** 443.16 of the statutes is amended to read:

**443.16 Change of name.** No person may practice architecture, landscape architecture, ~~or~~ professional engineering, or interior design in this state under any other given name or any other surname than that under which the person was originally licensed or registered to practice in this or any other state, in any instance in which the examining board, after a hearing, finds that practicing under the changed name operates to unfairly compete with another practitioner or to mislead the public as to identity or to otherwise result in detriment to the profession or the public. This section does not apply to a change of name resulting from marriage or divorce.

**SECTION 30.** 443.17 of the statutes is renumbered 443.17 (1).

**SECTION 31.** 443.17 (2) of the statutes is created to read:

443.17 (2) (a) The registered interior designer section of the examining board shall promulgate rules establishing specifications for seals and stamps used by Wisconsin registered interior designers.

(b) No Wisconsin registered interior designer may impress his or her seal or stamp upon a document unless the seal or stamp satisfies the specifications established by rule under par. (a).

**SECTION 32.** 443.17 (3) of the statutes is created to read:

443.17 (3) A Wisconsin registered interior designer who is responsible for preparing an interior technical submission for delivery to any person or for a public record shall date, sign, and impress his or her seal or stamp upon the interior technical submission and any other related documents prepared by the Wisconsin registered interior designer.

**SECTION 33.** 443.17 (4) of the statutes is created to read:

443.17 (4) No Wisconsin registered interior designer may impress his or her seal or stamp upon a document that has not been prepared by the Wisconsin registered interior designer or knowingly permit his or her seal or stamp to be used by any other person.

**SECTION 34.** 443.175 of the statutes is created to read:

**443.175 Submission of documents; interior designers.** (1) Subject to s. 443.17 (3), a Wisconsin registered interior designer may sign and seal interior technical submissions that are required for an interior alteration or interior construction project for public record.

(2) If a city, village, town, or county requires a seal or stamp on interior technical submissions that are submitted for an interior alteration or interior construction project, the city, village, town, or county shall accept interior technical submissions impressed with the seal or stamp of a Wisconsin registered interior designer consistent with this chapter.

**SECTION 35.** 703.11 (2) (b) of the statutes is amended to read:

703.11 (2) (b) A survey of the property described in the declaration complying with minimum standards for property surveys adopted by the examining board of architects, landscape architects, professional engineers,

designers and professional land surveyors, and registered interior designers and showing the location of any unit or building located or to be located on the property.

**SECTION 36. Initial applicability.**

(1) **REGISTRATION REQUIREMENTS.** The treatment of subch. X of ch. 440 and s. 443.075 first applies to an application submitted on the effective date of this subsection to the registered interior designer section of the examining board of architects, landscape architects, professional engineers, designers, professional land surveyors, and registered interior designers for registration as an interior designer.

**SECTION 37. Effective dates.** This act takes effect on the day after publication, except as follows:

(1) **SEALS AND STAMPS.** The renumbering of s. 443.17 and the creation of s. 443.17 (2), (3), and (4) take effect on the first day of the 7th month beginning after publication.

## **Existing Professional Conduct Chapter Layout**

### **Chapter A-E 8 PROFESSIONAL CONDUCT**

- A-E 8.01 - Authority.
- A-E 8.02 - Intent.
- A-E 8.03 - Definitions.
- A-E 8.04 - Offers to perform services shall be truthful.
- A-E 8.05 - Conflicts of interest.
- A-E 8.06 - Professional obligations.
- A-E 8.07 - Unauthorized practice.
- A-E 8.08 - Maintenance of professional standards.
- A-E 8.09 - Adherence to statutes and rules.
- A-E 8.10 - Plan stamping.
- A-E 8.11 - Suspension of registration; effect.

## **Proposed New Chapter Layout**

### **Chapter A-E 14 INTERIOR DESIGNER REGISTRATION**

- A-E 14.01 - Authority and Purpose
- A-E 14.02 - Definitions
- A-E 14.03 - Requirements for Registration as a Registered Interior Designer
- A-E 14.05 – Education
- A-E 14.06 – Examinations
- A-E 14.07 - Application for Reciprocity

### **Chapter A-E 15 CONTINUING EDUCATION FOR INTERIOR DESIGNERS**

- A-E 15.01 - Authority and Purpose
- A-E 15.02 - Definitions
- A-E 15.03 - Continuing Education Requirements
- A-E 15.04 - Exemption for Retired Credential Status
- A-E 15.05 - Standards for Approval
- A-E 15.06 - Certificate of completion; proof of attendance
- A-E 15.07 - Recordkeeping
- A-E 15.08 - Waiver of Continuing Education
- A-E 15.09 - Reciprocity

## Initial Draft Chapter A-E 15 Language

### Chapter A-E 15 CONTINUING EDUCATION FOR INTERIOR DESIGNERS

#### A-E 15.01 - Authority and Purpose

The rules in this chapter are adopted under the authority in ss. 15.08 (5) (b), 227.11 (2) and 443.015, Stats., and govern biennial continuing education of registered interior designers.

#### A-E 15.02 – Definitions

- (1) “Biennium” means a 2-year period beginning February 1 of each even-numbered year.
- (2) “Continuing education” means the planned, professional development activities designed to contribute to the advancement, extension and enhancement of the professional skills and scientific knowledge of the licensee in the practice of interior design and for improvement of the safety and welfare of the public.
- (3) “Continuing education unit” or “CEU” means a unit of credit customarily used for continuing education courses. One “continuing education unit” equals 10 PDHs
- (4) “Course” or “activity” means any qualifying “course” or “activity” with a clear purpose and objective that will maintain, improve, or expand the skills and knowledge relevant to the registrant’s practice of interior design.
- (5) “Health, safety and welfare” or “HSW” means any topics or subjects related to the practice of landscape architecture which are deemed appropriate to safeguard the public health, safety and welfare, including the proper planning, design and construction of buildings, structures, infrastructures, and the spaces within and surrounding buildings and structures that meet the following criteria:
  - (a) Minimize the risk of injury to persons or property and comply with applicable building and safety codes.
  - (b) Are durable, environmentally friendly, cost effective, and conserve resources.
  - (c) Are aesthetically appealing.
  - (d) Function properly in all relevant respects.

- (e) Enhance the public's sense of well-being, harmony and integration with the surrounding environment.
- (4) "Professional development activities" means organized educational programs on topics related to the practice or theory of professional land surveying and which foster the enhancement of general or specialized knowledge, practice and values of interior design.
- (6) "Professional development hour" or "PDH", unless specified otherwise, means 50 minutes of instruction or participation spent by the licensee in actual attendance or completion of an approved educational activity.

### **A-E 15.03 - Continuing Education Requirements**

- (1) During each biennial registration period, unless granted a waiver under s. A-E 15.08, every licensee shall complete at least [redacted] hours of approved professional development hours or equivalent continuing education hours, pertinent to the practice of interior design, except that between initial licensure and the first renewal period, a new licensee shall not be required to comply with the continuing education requirements for the first renewal of licensure.
  - (a) At least 10 of the required [redacted] hours shall be in subjects related to the practice of interior design that safeguard the public's health, safety, and welfare.

#### ***(b) Any other hours requirement***

- (2) Continuing education activities that will meet the requirements of Sub. 1 include the following:

#### ***(a) Any activity that the board wants to allow***

### **A-E 15.04 - Exemption for Retired Credential Status**

- (1) Notwithstanding s. A-E 15.03, the continuing education requirements under this chapter do not apply to the renewal of a credential classified as retired status under s. A-E 14.03.

### **A-E 15.05 - Standards for Approval**

- (1) To be approved for credit, a continuing education program shall meet all of the following criteria:



- (a) The program includes instruction in an organized method of learning contributing directly to the professional competency of the registrant and pertains to subject matters which integrally relate to the practice of the profession.
- (b) The program is conducted by individuals who have specialized education, training or experience and are considered qualified concerning the subject matter of the program.
- (c) The program provides proof of attendance or certificate of completion, which may include course completion examinations, to fulfill pre-established goals and objectives.

**(d) *Any other requirements?***

- (2) The registered interior design section may approve providers for continuing education programs including the following:

**(a) *Any specific provider the section wants to give blanket approval.***

**A-E 15.06 - Certificate of completion; proof of attendance**

- (1) Each licensee shall certify on the renewal application full compliance with the continuing education requirements set forth in this chapter.
- (2) The professional land surveyor section may require additional evidence demonstrating compliance with the continuing education requirements, including a certificate of attendance or documentation of completion or credit for the courses completed.
- (3) If there appears to be a lack of compliance with the continuing education or professional development requirements, the professional land surveyor section shall notify a licensee in writing and request submission of evidence of compliance within 30 days of the notice.
- (4) The professional land surveyor section may require a licensee to appear for an interview to address any deficiency or lack of compliance with the continuing education or professional development requirements.

**A-E 15.07 - Recordkeeping**

It shall be the responsibility of the licensee to maintain records of continuing education or professional development hours for at least 2 bienniums from the date the certificate or statement of attendance is signed. The recordkeeping shall include all of the following:

- (1) The name and address of the sponsor or provider.

- (2) A brief statement of the subject matter.
- (3) Printed program schedules, registration receipts, certificates of attendance, or other proof of participation.
- (4) The number of hours attended in each program and the date and place of the program.

#### **A-E 15.08 - Waiver of Continuing Education**

- (1) A renewal applicant seeking renewal of licensure without having fully complied with the continuing education requirements shall file a renewal application along with the required fee, and a statement setting forth the facts concerning non-compliance and requesting a waiver of the requirements. The request for waiver shall be made prior to the renewal date. Extreme hardship shall be determined on an individual basis by the registered interior designer section. If the registered interior designer section finds from the affidavit or any other evidence submitted that extreme hardship has been shown, the registered interior designer section shall waive enforcement of the continuing education requirements for the applicable renewal period.
- (2) In this section, extreme hardship means an inability to devote sufficient hours to fulfilling the continuing education requirements during the applicable renewal period because of one of the following:
  - (a) Full-time service in the uniformed services of the United States of America for a period of one year during the biennium.
  - (b) An incapacitating illness documented by a statement from a licensed physician.
  - (c) A physical inability to travel to the sites of approved programs documented by a licensed physician.
  - (d) A retirement from the occupation of registered interior design whereby the renewal applicant no longer provides registered interior design services.
  - (e) Any other extenuating circumstances.
- (3) A renewal applicant who prior to the expiration date of the license submits a request for a waiver, shall be deemed to be in good standing until the final decision on the application by the registered interior design section.

#### **A-E 15.09 - Reciprocity**

An applicant for registration from another state who applies for registration to practice professional land surveying under s. A-E 14.07 shall submit proof of completion of continuing education obtained in another jurisdiction within the 2 years prior to application.

**Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers Rule Projects (updated 8/1023)**

<b>Clearinghouse Rule Number</b>	<b>Scope #</b>	<b>Scope Expiration</b>	<b>Code Chapter Affected</b>	<b>Relating clause/ Summary</b>	<b>Current Stage</b>	<b>Next Step</b>
	112-24	6/20/2024	A-E 4 and 13	<b>Engineer in training credential.</b> Provide more clarity as to the required education and review acceptable credentialing agencies for continuing education.	Scope withdrawn.	
	112-21	6/20/24	A-E 2, 7, and 8	<b>Sealing and Stamping of Documents.</b> Clarification on definitions of seal and stamps, requirements for electronic signatures, and clean up redundant words or sentences.	Drafting.	Board Review and Posting for EIA Comments and Submission to Clearinghouse.
	071-22	2/4/25	A-E 8	<b>Supervision.</b> Clarification on definitions of supervision to ensure requirements are current with standards of practice.	Drafting.	Board Review and Posting for EIA Comments and Submission to Clearinghouse.
	038-23	12/5/25	A-E 3	<b>Architectural Registration.</b> Clarification of Architectural Registration language and practices	Scope Statement approved for implementation at Rules Cte Meeting.	Drafting.
	028-23	11/1/25	A-E 1 to 15	<b>Registered Interior Designers.</b> The objective of the proposed rules is to implement the statutory changes from 2021 Wisconsin Act 195 to allow for the licensure, discipline, and practice of Registered Interior Designers.	Scope Statement approved for implementation at Rules Cte Meeting.	Drafting.

**Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers**

Clearinghouse Rule Number	Scope #	Scope Expiration	Code Chapter Affected	Relating clause/ Summary	Current Stage	Next Step
			A-E 6 and 10	<p><b>Education Requirements.</b>                      Clarification of required education for applicants of professional land surveyor credential and review of acceptable CE credentialing agencies for fully licensed land surveyors.</p>	Scope requested.	Scope Implementation.