



HYBRID (IN-PERSON/VIRTUAL)
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS
AND REGISTERED INTERIOR DESIGNERS
N133, 4822 Madison Yards Way, Madison
Contact: Will Johnson (608) 266-2112
July 31, 2025

The following agenda describes the issues that the Board 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 Board. Be advised that board members may attend meetings designated as “Hybrid” in-person or virtually.

AGENDA

9:30 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of April 2, 2025 (4-7)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns**
- D. Introductions, Announcements and Recognition**
- E. Administrative Matters – Discussion and Consideration**
 - 1) Department, Staff and Board Updates
 - 2) Board Members – Term Expiration Dates
 - a. Arneson, Ken – 7/1/2018
 - b. Cotharn, Kristine A. – 7/1/2021
 - c. Delaney, Jennifer L. – 7/1/2028
 - d. Destree, Melissa M. – 7/1/2025
 - e. Douglas, Gregory A. – 7/1/2027
 - f. Fedderly, Daniel J. – 7/1/2013
 - g. Gersich, A. James – 7/1/2015
 - h. Hook, Steven J. – 7/1/2014
 - i. Kelly, Shawn T. – 7/1/2027
 - j. Linck, Karl L. – 7/1/2025
 - k. Martin, Christina C. – 7/1/2019
 - l. Myers, Dennis – 7/1/2025
 - m. Rohit Sant, Anuya – 7/1/2025
 - n. Scholl, Colleen M. – 7/1/2027
 - o. Sina, Christopher M. – 7/1/2029
 - p. Stroebel, Robin A. – 7/1/2026
 - q. Styczinski, Rosheen M. – 7/1/2013

- r. Szeklinski, Genevieve D. – 7/1/2028
- s. Tweed, Steven T. – 7/1/2028
- t. Uselmann, Corissa D. – 7/1/2028
- u. Vaughn, Nathan A. – 7/1/2028
- v. Wagner, Roy – 7/1/2027

F. Section Reports – Discussion and Consideration

- 1) Architect Section
- 2) Designer Section
- 3) Landscape Architect Section
- 4) Professional Engineer Section
- 5) Professional Land Surveyor Section
- 6) Registered Interior Designer Section

G. Administrative Rule Matters – Discussion and Consideration (8-14)

- 1) Rule drafting for A-E 2, 3, 4, 5, 8, and 14 relating to Certificates of Authorization **(9-13)**
- 2) Discussion of A-E 6, Land Surveyor Education Requirements
- 3) Pending or Possible Rulemaking Project **(14)**

H. Registered Interior Designer Scope of Practice – Discussion and Consideration (15-34)

I. Legislative and Policy Matters – Discussion and Consideration

J. 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) Administrative Rule Matters
- 11) Liaison Reports
- 12) Board Liaison Training and Appointment of Mentors
- 13) Informational Items
- 14) Division of Legal Services and Compliance (DLSC) Matters
- 15) Motions
- 16) Petitions
- 17) Appearances from Requests Received or Renewed
- 18) Speaking Engagements, Travel, or Public Relation Requests, and Reports

K. Public Comments

ADJOURNMENT

NEXT MEETING: OCTOBER 1, 2025

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 any agenda item may be changed by the board for the convenience of the parties. The person credentialed by the board has the right to demand that the meeting at which final action may be taken against the credential be held in open session. 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
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS
AND REGISTERED INTERIOR DESIGNERS
MEETING MINUTES
APRIL 2, 2024**

PRESENT: Kristine Cothran, Jennifer Delaney, Melissa Destree, Gregory Douglas, Daniel Fedderly, James Gersich, Steven Hook, Karl Linck, Christina Martin, Dennis Myers, Anuya Rohit Sant, Colleen Scholl, Christopher Sina, Robin Stroebel, Rosheen Styczinski, Genevieve Szeklinski, Nathan Vaughn, Roy Wagner

ABSENT: Kenneth Arneson, Shawn Kelly, Steven Tweed, Corissa Uselmann

STAFF: Will Johnson, Executive Director; Joseph Ricker, Legal Counsel; Jake Pelegrin, Administrative Rules Coordinator; Ashley Sarnosky, Board Administration Specialist; and other Department staff.

CALL TO ORDER

Rosheen Styczinski, Chairperson, called the meeting to order at 1:01 p.m. A quorum was confirmed with seventeen (17) members present.

ADOPTION OF AGENDA

MOTION: Dennis Myers moved, seconded by Steven Hook, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF OCTOBER 9, 2024

MOTION: Steven Hook moved, seconded by Colleen Scholl, to approve the Minutes of October 9, 2024 as published. Motion carried unanimously.

Anuya Rohit Sant arrived at 1:04 p.m.

ADMINISTRATIVE MATTERS

Election of Officers

Chairperson

NOMINATION: Rosheen Styczinski nominated James Gersich for the Office of Chairperson. James Gersich accepted the nomination.

NOMINATION: Dennis Myers nominated Daniel Fedderly for the Office of Chairperson. Daniel Fedderly accepted the nomination.

Will Johnson, Executive Director, called for nominations three (3) times.

Roll Call Vote:

Kristine Cotharn: James Gersich;

Jennifer Delaney: James Gersich;

Melissa Destree: James Gersich;

Gregory Douglas: James Gersich;

Daniel Fedderly: Daniel Fedderly;

James Gersich: Daniel Fedderly;

Steven Hook: James Gersich;

Karl Linck: James Gersich;

Christina Martin: Daniel Fedderly;

Dennis Myers: Daniel Fedderly;

Anuya Rohit Sant: James Gersich;

Colleen Scholl: Daniel Fedderly;

Christopher Sina: James Gersich;

Robin Stroebel: Daniel Fedderly;

Rosheen Styczinski: James Gersich;

Genevieve Szeklinski: Daniel Fedderly;

Nathan Vaughn: Daniel Fedderly;

and Roy Wagner: James Gersich.

James Gersich was elected as Chairperson by majority roll call vote.

Vice Chairperson

NOMINATION: Dennis Myers nominated Daniel Fedderly for the Office of Vice Chairperson. Daniel Fedderly accepted the nomination.

Will Johnson, Executive Director, called for nominations three (3) times.

Daniel Fedderly was elected as Vice Chairperson by unanimous voice vote.

Secretary

NOMINATION: Dennis Myers nominated himself for the Office of Secretary. Dennis Myers accepted the nomination.

NOMINATION: Robin Stroebel nominated Christopher Sina for the Office of Secretary. Christopher Sina declined the nomination.

Will Johnson, Executive Director, called for nominations three (3) times.

Dennis Myers was elected as Secretary by unanimous voice vote.

ELECTION RESULTS	
Chairperson	James Gersich
Vice Chairperson	Daniel Fedderly
Secretary	Dennis Myers

Appointment of Liaisons and Alternates

LIAISON APPOINTMENTS	
A-E Rules Committee Public Members <i>(Appointed by A-E Chairperson)</i>	Steven Hook, Dennis Myers, Corissa Uselmann
A-E Rules Committee Professional Members <i>(Appointed by Sections)</i>	Kristine Cotharn, Daniel Fedderly, Christopher Sina, Gregory Douglas, Genevieve Szeklinski <i>Alternates:</i> Steven Tweed (DSN), Karl Linck (ENG), Christina Martin (LSR), Robin Stroebel (RID), Anuya Rohit Sant (ARC)
Website Liaison(s)	Colleen Scholl <i>Alternate:</i> Nathan Vaughn
Legislative Liaison	Karl Linck <i>Alternate:</i> Dennis Myers
Travel Authorization Liaison	James Gersich <i>Alternate:</i> Kenneth Arneson

Roy Wagner left at 1:27p.m.

Delegation of Authorities

Delegation to Handle Administrative Rule Matters

MOTION: Dennis Myers moved, seconded by Colleen Scholl, to delegate authority to the Chairperson (or, in the absence of the Chairperson, the highest-

ranking officer or longest serving Board member in that succession), to act on behalf of the Board regarding administrative rule matters between meetings. Motion carried unanimously.

Review and Approval of 2024 Delegations including new modifications

MOTION: Rosheen Styczinski moved, seconded by Daniel Fedderly, to reaffirm all delegation motions made in 2024, as reflected in the April 2, 2025 agenda materials, which were not otherwise modified or amended during the April 2, 2025 meeting. Motion carried unanimously.

MOTION: James Gersich moved, seconded by Gregory Douglas, to recognize and thank Rosheen Styczinski for their years of dedicated service as Chair of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers. Motion carried unanimously.

ADMINISTRATIVE RULE MATTERS

Discussion of Adoption Order for A-E 2, 7, and 8 relating to Sealing and Stamping

MOTION: Karl Linck moved, seconded by Dennis Myers, to authorize the Chair, or in absence of the Chair, the highest ranked or longest serving member in that succession, to approve the Adoption Order for A-E 2, 7, and 8 relating to Sealing and Stamping. Motion carried unanimously.

Discussion of Adoption Order for A-E 8 relating to Supervision

MOTION: Rosheen Styczinski moved, seconded by Steven Hook, to authorize the Chair, or in absence of the Chair, the highest ranked or longest serving member in that succession, to approve the Adoption Order for A-E 8 relating to Supervision. Motion carried unanimously.

ADJOURNMENT

MOTION: Colleen Scholl moved, seconded by Nathan Vaughn, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 2:08 p.m.

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

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Jake Pelegrin Administrative Rules Coordinator		2) Date when request submitted: 7/17/25 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>									
3) Name of Board, Committee, Council, Sections: A-E Examining Board											
4) Meeting Date: 7/31/25	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Rule Matters – Discussion and Consideration 1. Rule drafting for A-E 2, 3, 4, 5, 8, and 14 relating to Certificates of Authorization 2. Discussion of A-E 6, Land Surveyor Education Requirements 3. Pending or possible rulemaking items									
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A									
10) Describe the issue and action that should be addressed: Attachments: -Rule draft for A-E 2, 3, 4, 5, 8, and 14 -AE Rules Chart											
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; border-bottom: 1px solid black; vertical-align: bottom;"> 11) <i>Jake Pelegrin</i> </td> <td style="width: 40%; border-bottom: 1px solid black; vertical-align: bottom; text-align: right;"> Authorization 7/17/25 </td> </tr> <tr> <td style="border-bottom: 1px solid black; vertical-align: bottom;"> Signature of person making this request </td> <td style="border-bottom: 1px solid black; vertical-align: bottom; text-align: right;"> Date </td> </tr> <tr> <td style="border-bottom: 1px solid black; vertical-align: bottom;"> Supervisor (if required) </td> <td style="border-bottom: 1px solid black; vertical-align: bottom; text-align: right;"> Date </td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black; vertical-align: bottom;"> Executive Director signature (indicates approval to add post agenda deadline item to agenda) </td> </tr> </table>				11) <i>Jake Pelegrin</i>	Authorization 7/17/25	Signature of person making this request	Date	Supervisor (if required)	Date	Executive Director signature (indicates approval to add post agenda deadline item to agenda)	
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Signature of person making this request	Date										
Supervisor (if required)	Date										
Executive Director signature (indicates approval to add post agenda deadline item to agenda)											
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.											

STATE OF WISCONSIN
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND
SURVEYORS AND REGISTERED INTERIOR DESIGNERS

IN THE MATTER OF RULEMAKING	:	PROPOSED ORDER OF THE
PROCEEDINGS BEFORE THE	:	EXAMINING BOARD OF
EXAMINING BOARD OF ARCHITECTS,	:	ARCHITECTS, LANDSCAPE
LANDSCAPE ARCHITECTS,	:	ARCHITECTS, PROFESSIONAL
PROFESSIONAL ENGINEERS,	:	ENGINEERS, DESIGNERS,
DESIGNERS, PROFESSIONAL	:	PROFESSIONAL LAND
LAND SURVEYORS, AND REGISTERED	:	SURVEYORS, AND
INTERIOR DESIGNERS	:	REGISTERED INTERIOR
	:	DESIGNERS
	:	ADOPTING RULES
	:	(CLEARINGHOUSE RULE)

PROPOSED ORDER

An order of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers to **create** A-E 2.03 (5), relating to Certificates of Authorization.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted:

Sections 443.08 (2) (a) 1. and 2., (b) 1. and 2., (c) 1. and 2., (d) 1. and 2., and 443.08 (3) (a) 1. to 4., Stats.

Statutory authority:

Sections 15.08 (5) (b), 227.11 (2) (a), and 443.015 (2), Stats.

Explanation of agency authority:

Section 15.08 (5) (b), Stats., provides that an examining board “[s]hall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains, and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular trade or profession.”

Section 227.11 (2) (a), Stats., provides that “[e]ach agency may promulgate rules interpreting the provisions of any statute enforced or administered by the agency, if the agency considers it necessary to effectuate the purpose of the statute, but a rule is not valid if the rule exceeds the bounds of correct interpretation.”

Section 443.015 (2), Stats.: “Each section of the examining board may promulgate rules governing the professional conduct of individuals, firms, partnerships, and corporations registered, permitted, certified, or granted a certificate of authorization by that section.”

Related statute or rule:

None.

Plain language analysis:

The objective of the proposed rule is to clarify in administrative code the statutory requirements for certificates of authorization for architects, engineers, designers, registered interior designers, and firms that employ individuals in those professions.

Chapter 443 of the Wisconsin Statutes regulates professional architects, engineers, designers, registered interior designers, and firms, partnerships, or corporations that employ them. One requirement is that for an architect, engineer, designer, or registered interior designer to provide those services acting as an officer, employee, or agent of a firm, the firm must be granted a certificate of authorization by the applicable section of the examining board. This certificate of authorization allows the officer, employee, or agent of the firm to provide those services on behalf of the firm. The certificate of authorization must contain the name and information of all employees of the firm who will be in responsible charge of architecture, engineering, design, or interior design services in the state. The certificate of authorization must be kept up to date by the firm. Currently, these requirements are in statute, but they are not present in the administrative code of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors and Registered Interior Designers. The board would like to consider adding these requirements into the administrative code. This will help increase awareness of the requirements and will bring the code in line with the statutes.

Summary of, and comparison with, existing or proposed federal regulation: None.

Summary of public comments received on statement of scope and a description of how and to what extent those comments and feedback were taken into account in drafting the proposed rule: None.

Comparison with rules in adjacent states:

Illinois:

Rules of the Illinois Department of Financial and Professional Regulation require firm licensure for architects [68 Ill. Adm. Code 1150.80], professional engineers [68 Ill. Adm. Code 1380.290], structural engineers [68 Ill. Adm. Code 1480.200], and professional land surveyors [68 Ill. Adm. Code 1270.45]. The requirements for firm licensure are broadly similar to the requirements of Wisconsin’s certificates of authorization for firms, partnerships, or corporations. Illinois does not require firm licensure for registered interior designers.

Iowa:

Iowa does not require firm licensure for architecture, engineering, land surveying, landscape architecture, design, or interior design firms.

Michigan:

The state of Michigan has a less formal requirement for firm licensure than those of Illinois and Wisconsin, but it does have requirements for architecture, professional engineering, or professional surveying firms [MCL 339.2010]. For a firm to practice those businesses in the state, at least two thirds of the principles of the firm must be licensed by the state in that practice. The firm must register with the state and attest to that fact. A non-licensed principal and the principal's firm may apply for approval to engage in that practice, subject to other rules of conduct. A firm must employ a person in responsible charge of the services offered at each place of business in the state, except at a field office which provides only a review of construction. The state of Michigan does not require firm licensure or any kind of registration for interior design firms.

Minnesota:

Minnesota has extensive requirements for “professional firms” that are set out in the Minnesota Statutes, chapter 319B (the Professional Firms Act). The chapter authorizes practitioners of certain licensed professions to elect to be “professional firms” under any one of three different forms of organization: corporations (either for-profit or nonprofit); limited liability companies; and limited liability partnerships. In order to practice a profession in any form other than sole proprietorship or general partnership, professionals must comply with the Professional Firms Act (unless the rules of the respective licensing board provide otherwise).

In order to operate as a “professional firm”, a Minnesota entity must first be formed under the chosen statute: the Minnesota Business Corporation Act, the Minnesota Nonprofit Corporation Act, the Minnesota Limited Liability Company Act, or the Minnesota Limited Liability Partnership Act. Then, the firm must file with the Secretary of State language stating:

- that the firm elects to be covered by the Minnesota Professional Firms Act.
- that the firm acknowledges that it is subject to those sections.
- specifying from the list of professions set forth above the profession or professions to be practiced by the firm.

Architecture, engineering, land surveying, landscape architecture, geoscience, and interior design firms in Minnesota have the option to register and act as a “professional firm”; however, they are not currently required to. Firms offering architecture, engineering, land surveying, landscape architecture, geoscience, and interior design services can legally operate without being registered as a “professional firm”, but can only be a sole proprietorship or general partnership. As a “professional firm”, the firm must file periodic reports with the Minnesota Board of Architecture, Engineering, Land

Surveying, Landscape Architecture, Geoscience, and Interior Design and comply with other provisions of the Professional Firms Act.

Summary of factual data and analytical methodologies:

The proposed rule was developed by the A-E Rules Committee and the A-E Examining Board conducting a review of the statutory requirements for certificates of authorization and determining where more clarification and specificity is needed in the board's code.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

The proposed rules will be posted for a period of 14 days to solicit public comment on economic impact, including how the proposed rules may affect businesses, local government units, and individuals.

Fiscal Estimate and Economic Impact Analysis:

The Fiscal Estimate and Economic Impact Analysis will be attached upon completion.

Effect on small business:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted at Jennifer.Garrett@wisconsin.gov or (608) 266-2112.

Agency contact person:

Jake Pelegrin, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 4822 Madison Yards Way, P.O. Box 8366, Madison, Wisconsin 53708; telephone 608-267-0989; email at DSPSAdminRules@wisconsin.gov.

Place where comments are to be submitted and deadline for submission:

Comments may be submitted to Jake Pelegrin, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 4822 Madison Yards Way, P.O. Box 8366, Madison, WI 53708-8366, or by email to DSPSAdminRules@wisconsin.gov. Comments must be received on or before the public hearing, held on a date to be determined, to be included in the record of rule-making proceedings.

TEXT OF RULE

SECTION 1. A-E 2.03 (5) is created to read:

A-E 2.03 (5) CERTIFICATES OF AUTHORIZATION. No individual architect, professional engineer, designer, or registered interior designer may practice or offer to practice architecture, engineering, design, or interior design as a principal, officer, employee, or agent of a firm unless the firm has been issued a certificate of authorization under s. 443.08 (3) (a), Stats. This does not apply to an individual architect, professional engineer, designer, or registered interior designer whose firm is a sole proprietorship. The sole proprietorship must be under the same name as the individual architect, professional engineer, designer, or registered interior designer.

SECTION 2. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin Administrative Register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

This Proposed Order of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers is approved for submission to the Governor and the Legislature.

Dated _____

Chairperson
A-E Rules Committee

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

Clearinghouse Rule Number	Scope #	Scope Expiration	Code Chapter	Relating clause/ Summary	Current Stage	Next Step
CR 24-028	112-21	6/20/2024	A-E 2, 7, and 8	Sealing and Signing of Documents. Clarification on definitions of seal and stamps, requirements for electronic signatures, and clean up redundant words or sentences.	Rule effective 6/1/2025.	Rule effective 6/1/2025.
CR 24-044	071-22	2/22/2025	A-E 8	Supervision. Clarification on definitions of supervision to ensure requirements are current with standards of practice.	Rule effective 6/1/2025.	Rule effective 6/1/2025.
	101-23	05/20/2026	A-E 6	Education. Clarification of Land Surveyor education requirements.	Rule suspended; the section has done a motion to recommend withdrawal of the scope statement.	Rules committee or full board does a motion to authorize scope withdrawal.
	029-25	11/5/2027	A-E 2, 3, 4, 5, 8, and 14	Certificates of Authorization. Clarifying and adding detail to the statutory requirements for certificates of authorization.	Rule drafting.	Discussion of rule draft with the sections, rules committee, and full board.
			A-E 6	Examination Requirements. Considering updating Land Surveyor examination requirements.	Scope requested; legal review of scope statement.	Presentation of the scope statement to the section, the rules committee, and full board.

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Genevieve Szeklinski, Registered Interior Designer Section Chair		2) Date When Request Submitted: 07/21/2025 Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 											
3) Name of Board, Committee, Council, Sections: Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors and Registered Interior Designers													
4) Meeting Date: 07/31/2025	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Registered Interior Designer Scope of Practice – Discussion and Consideration											
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:											
10) Describe the issue and action that should be addressed:													
<table style="width: 100%;"> <tr> <td style="width: 60%;">11) Authorization</td> <td style="width: 40%;"></td> </tr> <tr> <td>Will Johnson</td> <td style="text-align: right;">07/21/2025</td> </tr> <tr> <td><hr/>Signature of person making this request</td> <td style="text-align: right;"><hr/>Date</td> </tr> <tr> <td> Supervisor (if required)</td> <td style="text-align: right;"> Date</td> </tr> <tr> <td colspan="2"><hr/>Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date</td> </tr> </table>				11) Authorization		Will Johnson	07/21/2025	<hr/> Signature of person making this request	<hr/> Date	 Supervisor (if required)	 Date	<hr/> Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date	
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2021 Wisconsin Act 195

443.01 (3c) (a)-(e)

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.

“responsible supervision of construction”

2021 Wisconsin Act 195

443.01 (3c) (a)-(e)

(3c) “Interior alteration or interior construction project”

(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.

“responsible supervision of construction”



Prepared by Consortium for Interior Design - Wisconsin

2021 Wisconsin Act 195

Modernized Scope of Practice for Wisconsin Registered Interior Designers (WRID)

Education, Experience and Examination



Objectives

-
- 1 What is required to become a WRID?
 - 2 Interior Design Curriculum Contents and Rigor
 - 3 Interior Design Examination Pathways through the NCIDQ (National Council for Interior Design Qualifications)
 - 4 Review of Exam and Practice Overlays
 - 5 Examination of 2021 Wisconsin Act 195

Wisconsin Registered Interior Designer

HOW TO BE A WRID



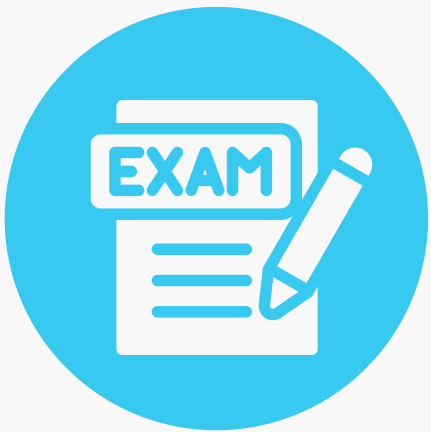
1. EDUCATION

Degree with 60 interior design credits minimum.



2. EXPERIENCE

Work under a Direct Supervisor or Sponsor.



3. EXAMINATION

Three part exam through Council for Interior Design Qualifications.



4. APPLICATION

Verification of exam passage. Three letters of recommendation. Work examples.



5. APPROVAL

Stamp design similar to other AE design professionals.



Interior Design Curriculum

TYPICAL COURSES

- Building Construction
- Commercial Design
- Construction Practices
- Building System
- Internship
- Drawing Standards & Construction Documents
- Codes, Standards and Guidelines
- Fabrication and Installation
- Professional Practice

Interior Design Curriculum

BY THE NUMBERS



69% Bachelor

18% Associate

6% Master



NCIDQ Examination Pathways

EDUCATION:

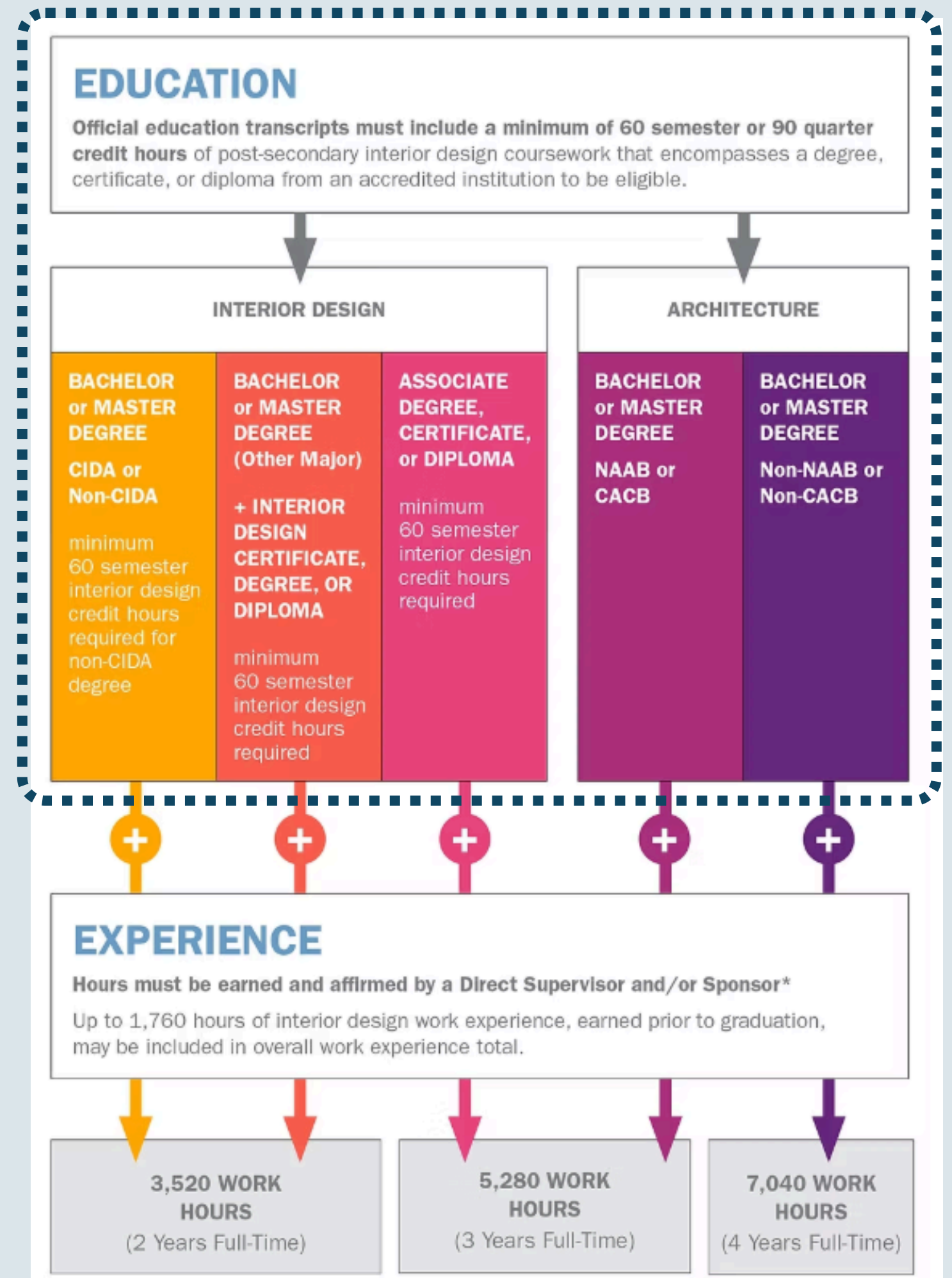
- Interior Design - Master, Bachelor, Associate & Post Baccalaureate
- Architecture - Master & Bachelor

EXPERIENCE:

- Hours vary by pathway between 3,520 and 7,040.
- Earned under a Direct Supervisor or Sponsor.

**Education +
Experience =
Approx. 6 years**

Source: Council for Interior Design Qualifications, 2024



NCIDQ Examination Pathways

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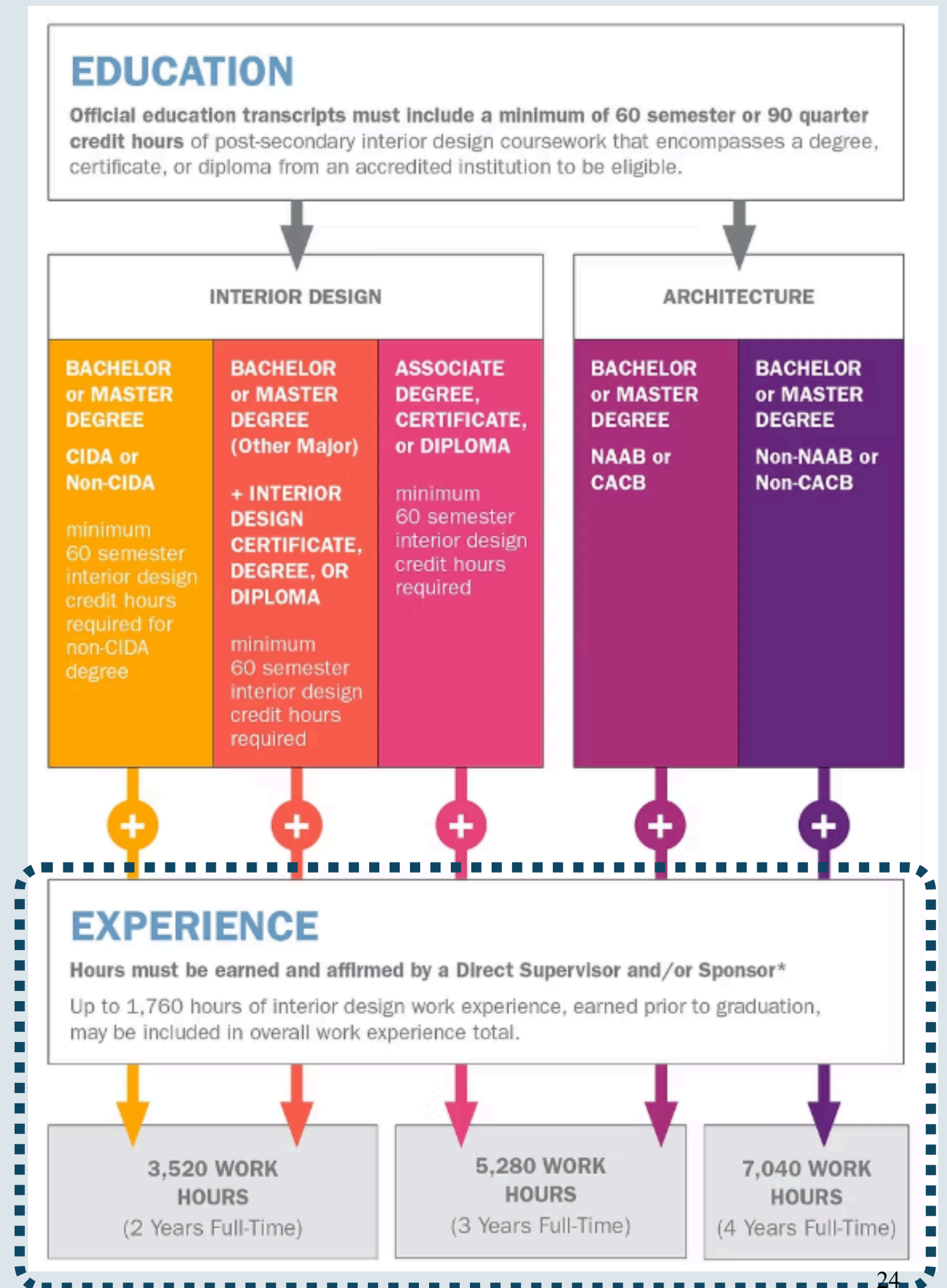
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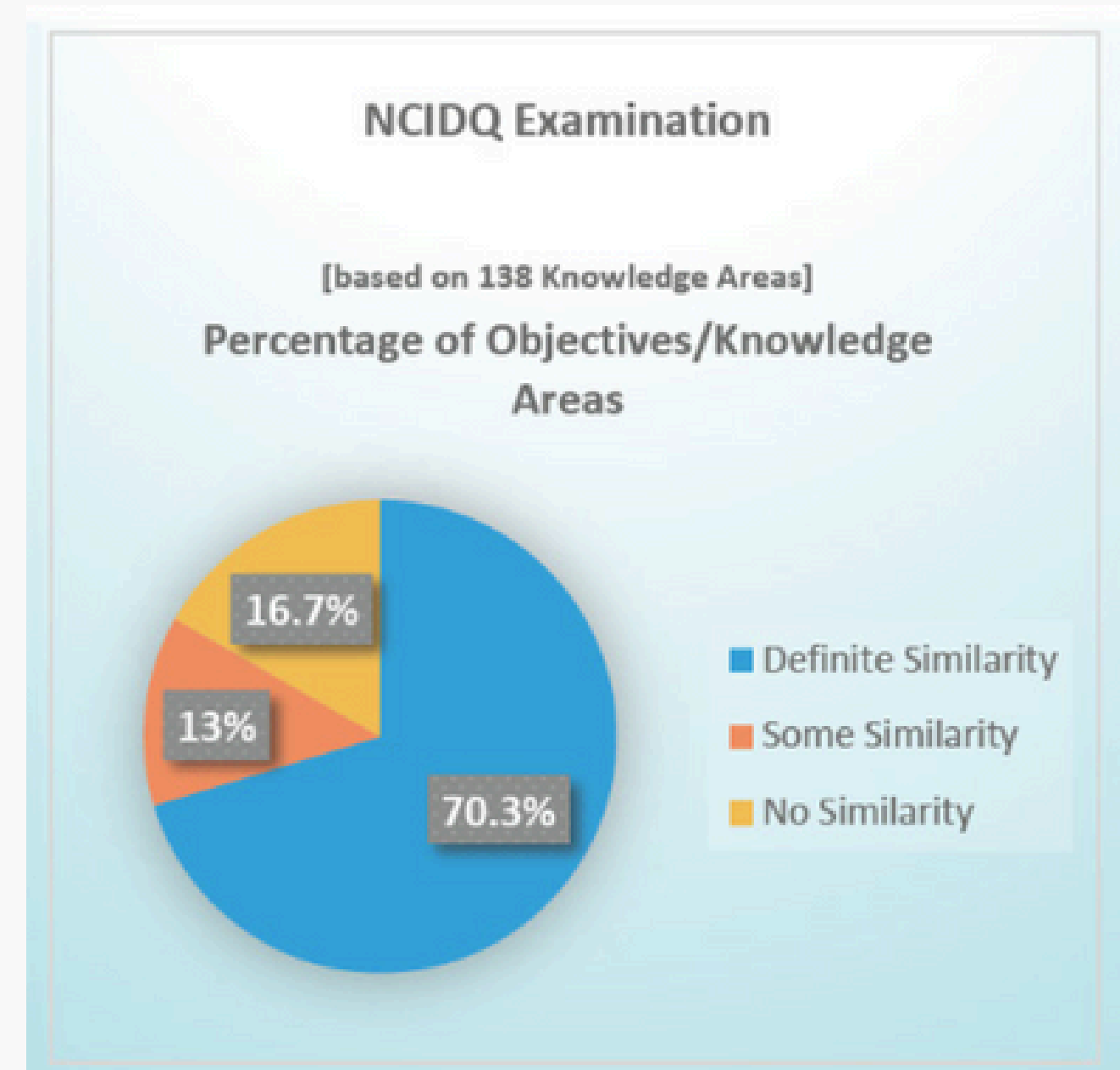
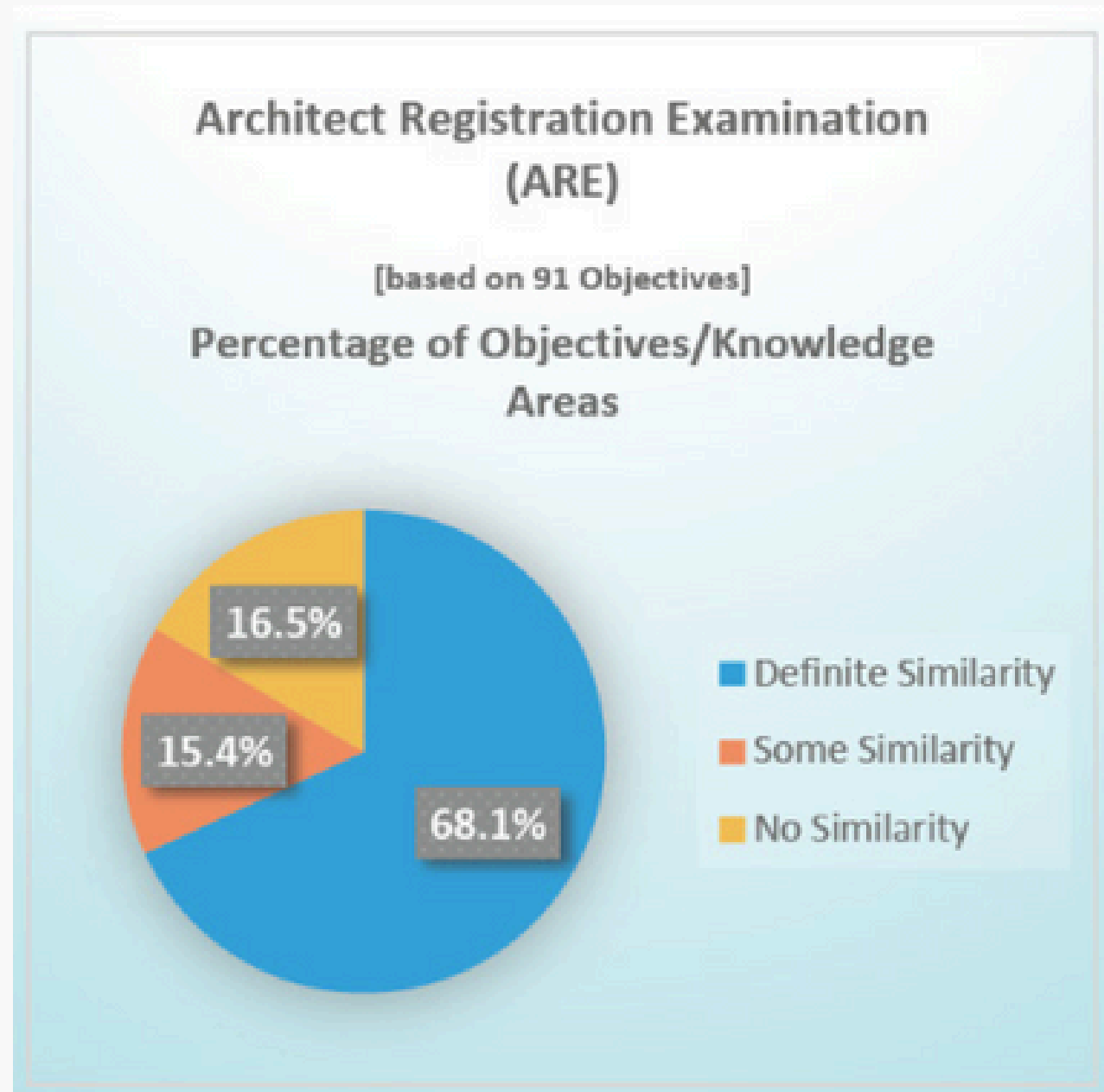
Source: Council for Interior Design Qualifications, 2024



Joint Report of Architecture & Interior Design



EXAM COMPARISON



68.1% - 70.3% Definite Similarity



Exam Overlap Highlights

EXAM COMPARISON



Building Code

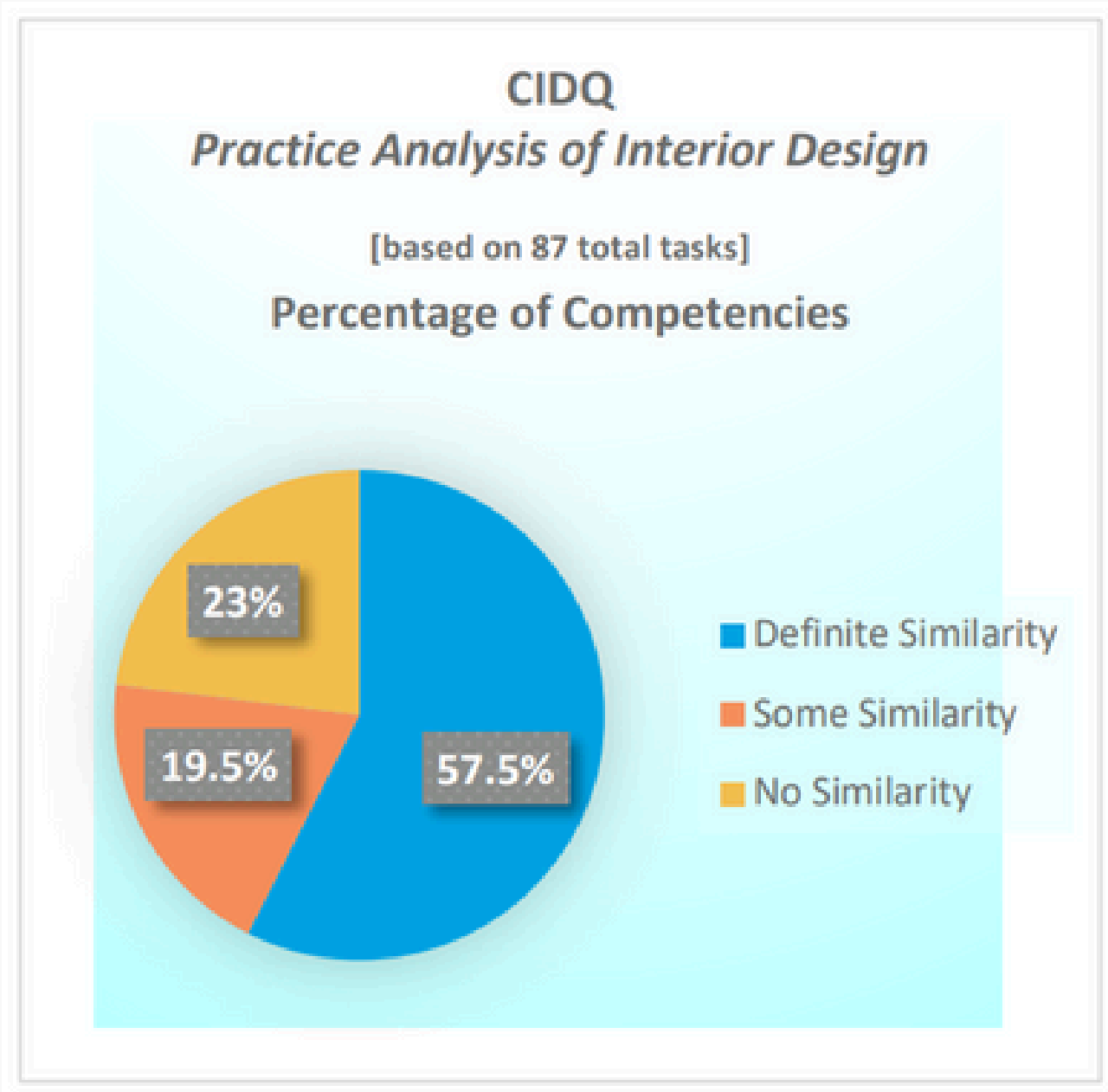
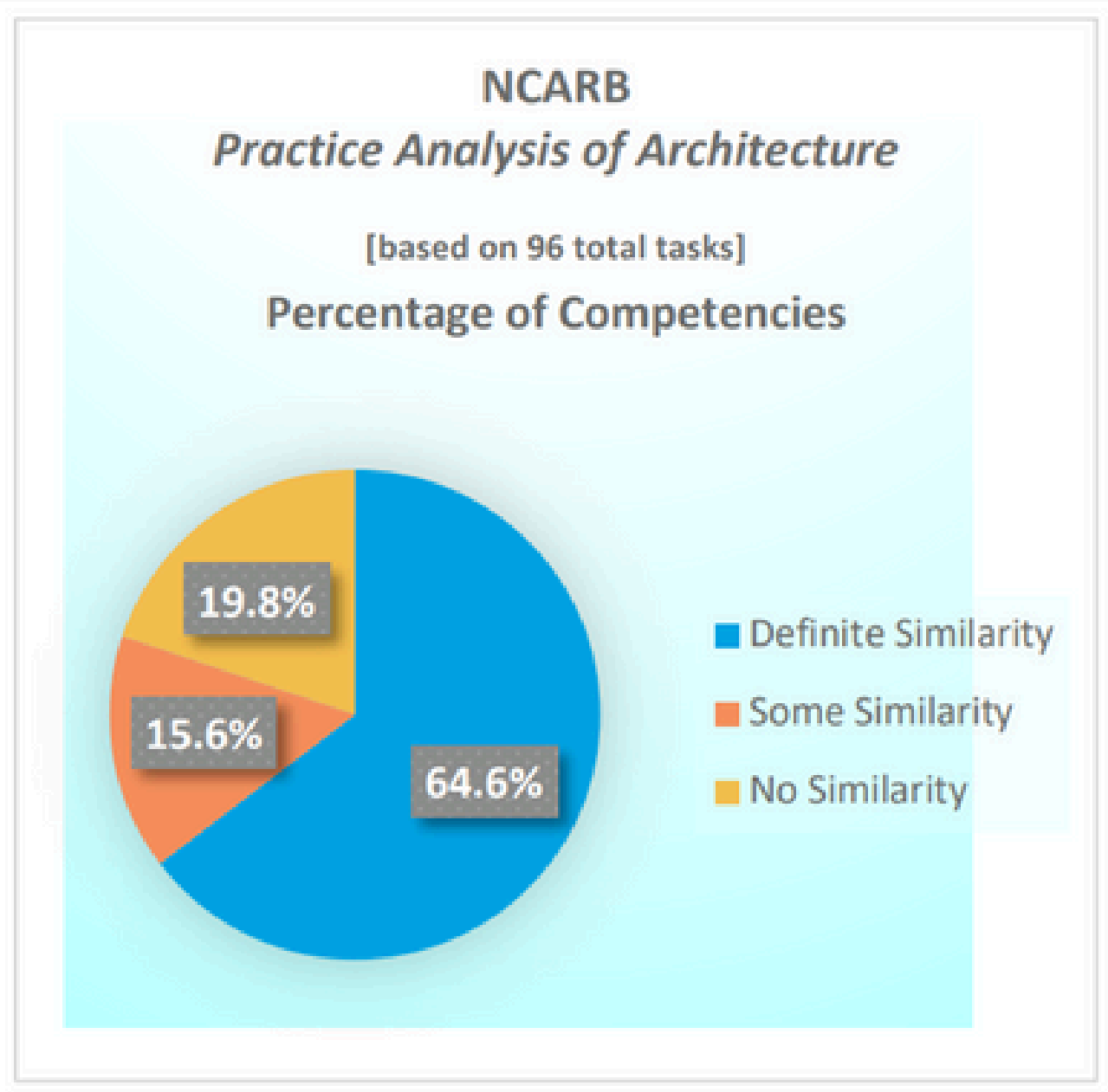
- 21% on the ARE
- 15% on NCIDQ
- Comparable numbers based on scope of each profession

“Although the resulting ARE and NCIDQ Examination are entirely devoted to assessing competencies related to **health, safety, and welfare**, there are distinct differences in the categorical application of these designations between the professions”

Joint Report of Architecture & Interior Design



PRACTICE COMPARISON



57.5% - 64.6% Definite Similarity



Joint Report of Architecture & Interior Design



PRACTICE COMPARISON

“While similar in practice and required knowledge, architecture and interior design are **unique and distinct disciplines** that **both have an important role in protecting the health, safety, and welfare** of the public within the built environment.”

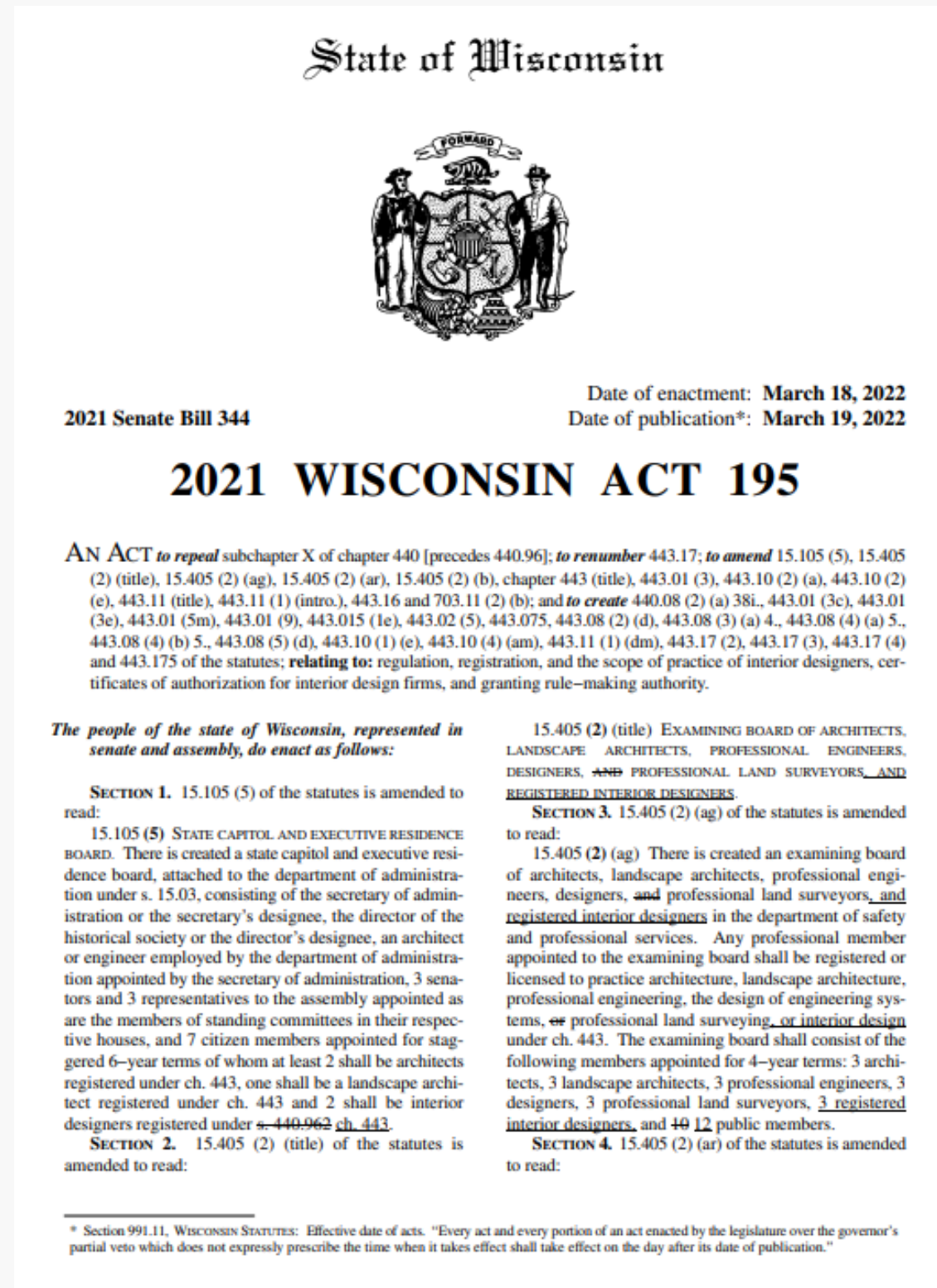




How does this information relate to 2021 WI
Act 195 and the practice of Interior Design?



2021 Wisconsin ACT 195



Negotiated with Industry

- Architects, Engineers and Building Contractors.
- Non-Structural Interior Alternation (See INCLUSIONS).
- Out of scope Architecture and Engineering (See EXCLUSIONS),
- Goal - To be equitable with other AE professions within modernized scope.

Technical Submission

- Submitted documents must adhere to Wisconsin building codes.

AE Board

- Representation of three (3) Registered Interior Designers and (2) Public Members

Continuing Education

- Bi-Annual Renewal - 15 credits total, 10 HSW

2021 Wisconsin ACT 195

DEFINITIONS, INCLUSIONS AND EXCLUSIONS

Definitions:

- Examining Board
- Interior Alteration and Interior Construction Project
- Interior Technical Submission
- Practice of Interior Design

Inclusions:

- Section 10 443.01 (3c) a-e

- (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.

2021 Wisconsin ACT 195

DEFINITIONS, INCLUSIONS AND EXCLUSIONS

Exclusions

- Section 12 443.01 (b) 1-8
- Reference Integrity of System (Next Page)
- Coordination with other AE professionals when exclusions exist.

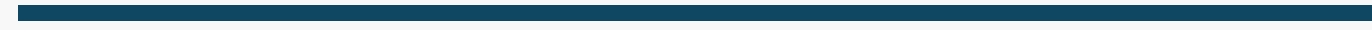
(b) “Practice of interior design” does not include any of the following:

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.

Similarities & Equivalencies

- 1 Ethics
- 2 Education, Experience and Examination
- 3 Code Compliant Submissions
- 4 CEU (Equivalent by Scope)
- 5 A-E Board





Thank you

