

Memorandum

Date: September 30, 2016
To: AIA Board of Directors
Subject: September 16-17, 2016 Board Meeting Action Memo

The following actions were taken by the Board of Directors at its meeting on September 16-17, 2016. After the Board's approval, minutes of this meeting are available to AIA members upon request; please contact Anne Tyler Feldmann at annefeldmann@aia.org.

Approval of Affiliation Agreements: The Board of Directors approved an affiliation between the AIA and the Association of Collegiate Schools of Architecture (ACSA), on terms as described at the meeting, and authorized the EVP/Chief Executive Officer to execute an agreement substantially consistent with those terms.

The Board also approved an affiliation between the AIA and the American Institute of Architecture Students (AIAS), on terms as described at the meeting, and authorized the EVP/Chief Executive Officer to execute an agreement substantially consistent with those terms.

Equity in Architecture Commission: The Board reviewed initial recommendations from the Equity in Architecture commission and agreed to continue to consider equity, diversity and inclusion as evaluation criteria for future actions, including resolutions and Board business items. The Board is expected to review the commission's final recommendations in December.

Finance and Audit Committee Report: The Board of Directors accepted the Treasurer's report on the Institute's financial status as of July, as presented. Also, in accordance with its responsibility for the operation of the Institute in a financially sound manner, and recognizing its oversight role in helping to ensure appropriate financial controls within the Institute, the Board of Directors received the correction to the 2015 annual audit report of the Institute, as

presented on behalf of the Institute's outside audit firm at this meeting.

Louise Blanchard Bethune Fellowship Proposal: The Board endorsed the establishment of the Louise Blanchard Bethune Fellowship medal for departing Strategic Council members and approved its budget implications.

Approval of Amendments to the Administrative Procedures Manual re: International Nominations: The Board of Directors amended the Administrative Procedures Manual as follows:

CHAPTER 6

INTERNATIONAL AFFAIRS

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6.05 Initial Review of Nominations.

6.051 Receipt of Nominations. Nominations received within the deadline will be organized by staff and presented to a review committee. The review committee shall be appointed by the President and composed of:

- *~~The outgoing holder of the office concerned; An AIA member who has served previously in a leadership role with the international organization concerned;~~*
- *A former President of the Institute (preferably a former officer of or other representative to the international organization concerned); and*
- *The chair of the International Practice Committee.*

~~If any of these individuals is unable or unwilling to serve, the President shall appoint an appropriate person to serve in that individual's place.~~

If no individual is available for appointment in one of the categories specified above, or if any appointed individual is unable or unwilling to serve, the President shall appoint an appropriate person to serve on the review committee instead.

6.052 Review Committee's Examination and Recommendations. *The review committee will examine the nominations for completeness and against pertinent criteria, and present its recommendations to the President. In the case of the UIA Council, the review committee may also recommend candidates for Alternate Member. Each recommendation to the President shall include the names of a minimum of two candidates for the position involved.*

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Delegation of Signing Authority: The Board approved the renewal of the Institute's contract with OpenText to extend the license and hosting period under the contract through October 31, 2017. The EVP/Chief Executive Officer is authorized to execute the appropriate contract document(s).

Amendments to the Rules of the Board: The Board approved amendments to Chapter 11 of the Rules of the Board, entitled "Board-Executive Vice President/CEO Relationship Policies".

Other Items:

- K-12 Task Force: The Board received an update on the task force's initial meetings and its recommendations for developing a long-term, comprehensive strategy for curriculum development.
- Build America Summit: President Russell Davidson, FAIA, discussed planning for the fall advocacy event, Build America Summit, taking place November 28-29, 2016, at the New York Times' headquarters, which will bring national attention to the urgent need to reinvest in communities' social infrastructure.

- Board Development: The Board engaged in development and education training, led by President Davidson and consultant Jay Younger, FASAE, to help ensure successful governance of the Institute.
- Governance: The Board discussed the AIA's governance change, its effectiveness, and next steps.
- Education Coordinating Council (ECC): The Board received an update on the activity of the Education Coordination Council (ECC) formed by the AIA and its collaterals to coordinate efforts to strengthen the continuum of education.
- Specialty Credentialing: The Board received a progress report from the Specialty Credentialing Task Group. It was the sense of the Board that the task group pursue developing a competency-based specialty credential scenario rather than credentialing related to building types. Discussions will continue, in anticipation of a presentation for the Board's consideration in December.
- ArchiPAC Voluntary Contribution: The Board was briefed on strategies for use of the increased revenue expected to ArchiPAC as a result of the implementation of a two-year pilot beginning in 2017 of a voluntary contribution to the PAC in the online membership renewal process.
- Continuing Education Requirements for International Associate Members: It was the sense of the Board that further investigation is required to develop a strategy for potential continuing education requirements for International Associates members, for the Board to consider.
- International Associate Membership Nomenclature: The Board reviewed recommendations based on the findings of the International Member Needs Assessment Survey, which did not show broad support for the AIA to make any changes to the nomenclature to the International Associate title. The AIA should evaluate this in the future to see if there are any changes.
- Public Awareness: The Board was advised on the AIA's activities in achieving public awareness for the value of architecture and architects, including an update on the Public Outreach Committee's work.

- Management Report: EVP/Chief Executive Officer Robert Ivy, FAIA, and senior staff members reported on: a new approach for the 2017 operating and budget planning process; updates on the AIA's new travel program, Architectural Adventures; the transition plan for Contract Documents' online platform; progress on digital transformation; and new programs and practices that enhance organizational effectiveness and the work culture at the AIA.
- Convention Transformation: The Board received an update on the direction for future conventions. AIA volunteer leaders, staff, and consultant 360 Live Media convened in July to establish a long-range, strategic framework for transforming the convention.