



## MINUTES

### MINUTES OF THE 2008 PROFESSIONAL PRACTICE COMMISSION, INTERNATIONAL UNION OF ARCHITECTS

**Meeting Dates:** December 10-12, 2008

**Meeting Host:** The Moroccan Order of Architects

**Meeting Location:** The Hotel Atlas Medina Spa  
Marrakesh, Morocco

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**Thursday, December 11, 2008**

**1. CALL TO ORDER, SESSION OPENING**

Douglas L Steidl, FAIA, Co-director and Secretary, called the meeting to order at 9:00 am and welcomed the delegates to the 2008 Professional Practice Commission Meeting. On behalf of the Commission he thanked the Moroccan Order of Architects for their generosity in hosting the meeting, noting the wonderful time had by all at the Reception the previous evening. He then turned the meeting over to Professor Zhuang who served as the Chair on Thursday.

Professor Zhuang added his welcome to those present.

## **2. WELCOME REMARKS BY THE MEETING HOST**

Firdaous Oussidhoum representing the Moroccan Order of Architects stated how thrilled the architects of Morocco were to host both the UIA Professional Practice Commission and the African Union of Architects in Marrakesh. She then introduced Rachid Ouazzani, Vice President of the Moroccan Order of Architects, who also welcomed the attendees.

## **3. WELCOME REMARKS BY THE PRESIDENT OF THE INTERNATIONAL UNION OF ARCHITECTS**

Louise Cox expressed her delight at the number of attendees at the meeting and stated her hope that this would be an effective gathering setting a future direction for the Commission consistent with the UIA's goals.

## **4. INTRODUCTION OF PARTICIPANTS AND GUESTS**

Each of the participants was then invited to introduce themselves, state who they represented and the position they held in their member-section or regional organization, as well as their length of service on the Commission. A List of Participants is included with these minutes as Appendix 1.

## **5. ADOPTION OF THE MINUTES OF THE OCTOBER 3-5, 2007 MEETING IN SEOUL, KOREA**

The minutes of the October 3-5, 2007 annual meeting of the Professional Practice Commission were posted to the PPC Website ([www.aia.org/about\\_uia](http://www.aia.org/about_uia)) in January 2008 and the attendees to the Seoul meeting were notified by e-mail of their posting.

Stephen Nutt stated that he had noted several typographical and spelling corrections which he would forward to the Secretary for record purposes.

**MOTION: Michael Peck moved the adoption of the Minutes. Ashvinkumar Kantilal seconded the motion. The motion was adopted unanimously by voice vote.**

The approved Minutes of the 2007 Annual Meeting are included with these Minutes as Appendix 2.

## 6. ADOPTION OF THE PROVISIONAL AGENDA

The provisional agenda had been circulated with the pre-meeting materials. It was noted that the most recent provisional agenda was dated November 25, 2008. Doug Steidl requested that Item 28A Review of Member Sections Reporting on their Endorsement and Promotion of the UIA Accord and Recommended Guidelines, be added to the agenda. He also noted that the intent of Item 33 Open Forum/New Business should focus on Strategic Direction and Goals for the PPC in the future.

**MOTION: Hearing no further revisions, the Chair stated the Agenda was therefore accepted with the addition of Item 28A and clarification of Item 33.**

## 7. REPORT OF THE PROFESSIONAL PRACTICE COMMISSION SECRETARIAT

The Chair recognized Douglas L Steidl, FAIA, Co-Director and Secretary to make this report.

A power point presentation was utilized to make this report, a copy of which is attached to these minutes as Appendix 3. The significant points in the presentation included:

1. Transition of the Secretary's position from Mr. Russell Keune to Mr. Douglas L Steidl in July 2008
2. Preparation and distribution of the 2007 Annual Meeting Minutes and Appendices
3. Representation of the Commission at the UIA Council Meetings in Xian, China; Durbin, South Africa; and Turin, Italy
4. Adoption by the Council of the Amendment to the Guideline on Practical Experience/Training/Internship and its attached Mutual Recognition Agreement Format
5. Approval by Council of the PPC's 2008-2011 proposed Work Agenda
6. Communication updates through the PPC website and the UIA Newsletters
7. Planning the 2008 Annual Meeting in conjunction with the Moroccan Order of Architects
8. Presentations at the 2008 UIA Congress and Assembly.

Mr. Steidl expressed the Commission's appreciation to Tillman Prinz for his efforts in coordinating the PPC Session at the UIA Congress.

## **8. REPORT OF THE UIA SECRETARIAT; AND UIA COL-LEGI D'ARQUITECTES DE CATALUNYA (COAC) STANDARD FORMAT FOR REPORTING THE PRACTICE STANDARDS OF EACH UIA MEMBER-SECTION**

The Chair recognized Jordi Farrando to make this report.

Mr. Farrando presented a demonstration on the website and the data available through the research and data assembly completed by the COAC over the past several years. He noted that the data has not been updated for approximately a year and a half. He then went on to explain the current construction situation in Spain where the economy has suffered and construction has dropped by 70% back to the levels undertaken in the 1960's. As a result of the economic conditions, he was sad to report that the COAC could no longer update or maintain the website for this material. COAC is willing to provide the UIA with the database, but a server, host location and personnel to maintain and update the material would be necessary. The questions to the Commission centered around the value of the data, who might undertake its continued upkeep and how would it be funded?

Discussion by the Commission focused on the following:

1. This material is a very important work and needs to be continued.
2. This data needs to remain under the purview of the UIA.
3. The current MOU with Singapore may be a way to continue the work.
4. With 100,000 hits a year it may be possible for the website to charge a fee, thus providing an income source.

**MOTION: It was moved by Michael Peck and seconded by Shinjiro Wachi that the UIA PPC strongly recommends to the UIA Council in respect to the database and web service developed on practice standards by the COAC, 1. That the work of the COAC be gratefully acknowledged. 2. That the Council accept the offer from COAC to provide UIA with the database, and that the Council take over and operate the database and web service. The motion was accepted unanimously by voice vote.**

## **9. REPORT ON THE UIA COUNCIL MEETING, ASSEMBLY AND CONGRESS JUNE 28-JULY 6, 2008 IN TURIN, ITALY**

The Chair called upon Louise Cox to make this report.

President Cox shared her review of the events in Turin, Italy noting the following:

1. The UIA Congress entitled “Transmitting Architecture” was a great success on the 60<sup>th</sup> anniversary of the organization. The founding occurred on June 28, 1948 in Luzerne, Switzerland.
2. There were 9100 attendees, approximately 7500 of which were paying participants. 49% were from Italy and the remainder from 138 countries, which is unprecedented.
3. Large numbers of participants attended from Russia, Mongolia, Bangladesh, Iran and Georgia, which is unprecedented.
4. Highlights included the Italian Minister of Culture at the Opening, numerous exciting presentations and roundtables, and a most inspiring address by the Nobel Peace Prize winner Muhammad Yunus from Bangladesh, with the President of the Republic of Georgia at the Closing Ceremony.
5. On Saturday July 5<sup>th</sup>, Gaetan Siew informed the Assembly of the terrible loss of Giancarlo Lus, a candidate for president, and exceptional human being and Vice President of Region 1. The Assembly officially recorded that Gaetan Siew’s Presidency from 2005-2008 will be officially recorded as being shared with Giancarlo Lus as a joint mandate. Caterina, Giancarlo’s wife presented his programme to the Assembly, in an outstanding display of strength and passion.
6. Louise Cox asked the Assembly to unite to remember Giancarlo and to help her fulfill both Giancarlo’s and her programme through the next triennium.
7. The Assembly agreed that the theme for the 2008 World Architecture Day on October 6<sup>th</sup> would be dedicated to Giancarlo and have the theme “Child be the Architect for a better Future” in honor of the song for which Giancarlo wrote the lyrics.
8. At the Council Meeting Mauricio Revero Borell from Mexico was appointed First Vice President and Patricia Emmett from South Africa was appointed Second Vice President.
9. All the new Vice Presidents were given one of the five portfolios recommended by the Vision and Strategy Committee as follow:
 

A) Policies	Mauricio Rivero Borrell	Mexico
B) Capacity Building	Lisa Siola	Greece
C) Advocacy	Kazuo Iwamura	Japan
D) Representation	Patricia Emmett	South Africa
E) Development	Albert Dubler	France
10. The UIA now has seven Corporate Partners that wish to be more involved with UIA Work Programmes, and has cooperative agreements with regional architectural organizations, landscape architects and heritage organizations.
11. The UIA signed an agreement with the Royal Institute of British Architects to manage the UNESCO-UIA Validation System at the Council Meeting before the Congress.

12. The UIA CPD programme is on line.
13. The 20<sup>th</sup> Century Architectural Heritage web repository has been shared with Docomomo International.
14. UIA wishes to set up “Actions without Borders”, a Work Programme responsible for responding to disasters.
15. Working involve students and young graduates as observers on the UIA Council and have free discussion on items regarding quality architecture.
16. The Responsible Architecture Committee is continuing to carry forward social, cultural, environmental and economic sustainability.
17. There was extensive discussion regarding the interests of all the Council Members, so that direct contact can be established between all the Work Programmes, Commissions, and Committees for better organization and dissemination of knowledge..

#### **10. REPORT ON THE UIA EDUCATION COMMITTEE MEETING, THE UNESCO-UIA CHARTER FOR ARCHITECTURAL EDUCATION AND THE UNESCO-UIA VALIDATION SYSTEM**

The Chair recognized Louise Cox to present this report.

President Cox stated that the Education Commission had met in London in November. London was chosen to better solidify the working relationship between the Royal Institute of British Architects and the UNESCO-UIA Validation System.

An agreement has been signed with the Royal Institute of British Architects to manage the UNESCO-UIA Validation System. In mid-December a six-person team will be reviewing the Japanese Accreditation System, JABEE, for recognition of this system, and observing the operations of three visiting teams. In March 2009 there will be a preliminary visit to the University of Cairo. This System still has many details to be worked out between the RIBA and the UIA. There was discussion on this item with several comments requesting that the UNESCO-UIA Validation System work through member-sections when visiting a school in a member-section’s territory.

The UIA CPD Programme is on-line. Greater detail will be given by Bonnie Maples in her report as a member of the Joint Operating Committee.

President Cox encouraged the member-sections of the European Union to influence the directives of the EU regarding Architectural Education Standards.

Members present from EU member-sections noted that they are aware of the ever diminishing standards and are doing well to keep what remain.

#### **10A. PRESENTATION ON ARCHITECT MOBILITY AND INTERNATIONAL PARTNERING**

The Chair recognized Gaetan Siew and Firdaous Oussidhoum to make the presentation.

Gaetan Siew began by stating that a main objective behind all UIA activities, whether it is education, internship, licensure, continuing professional development, or advocacy is mobility for the architect. He shared a power point presentation with the Commission regarding mobility. A copy of this presentation is included with these minutes as Appendix 4. As part of the presentation he noted that portability of credentials and architect mobility from North (developed nations) to South (developing nations) is generally accepted, while from South to North is often blocked for many different reasons.

Firdaous Oussidhoum then continued with a second power point presentation depicting her projects undertaken through international architectural partnering. The presentation focused on the ethical decisions that are posed by such collaboration and the questions that both parties to partnering must address. Her presentation is attached to these minutes as Appendix 5.

The intent of this Agenda Item was to raise the awareness of the Commission to the mobility goals of the UIA, and the questions that can develop when attempting to design projects across borders.

#### **11. REPORT ON THE UIA JOINT OVERSIGHT COMMITTEE ON CONTINUING PROFESSIONAL DEVELOPMENT**

The Chair recognized Bonnie Maples, the PPC Representative to the Joint Oversight Committee on Continuing Professional Development, to make the presentation.

Bonnie Maples provided an overview of the status of the UIA CPD along with the decisions made since the 2007 Annual Meeting of the PPC. During the course of her presentation she highlighted the following items:

1. The composition of the JOC has changed slightly since its establishment with the Spanish representative managing the CPD process. At the meeting held in Marrakech on December 10, 2008 the representative from Region 4 was absent.
2. The CPD website is up and running, with providers uploading their programs. Providers are charged a fee in order to upload their materials. To date the number of providers is lower than expected.
3. CPD “Systems” can be registered from member-sections.
4. Fees for member-sections to register their “systems” will be 7% of their annual member section dues to UIA if they are a shareholder of the CPD Company and 10% if they are not a shareholder. These fees will be due in July 1, 2009, and will be valid for one year.
5. The fee for a non-member section provider is 500 Euros for uploading their product.
6. Member-sections that have purchased shares include Spain, South Africa, and Turkey, with purchases by France, Australia and Morocco pending. Germany, Austria, USA, and the United Kingdom are considering purchasing shares.
7. To date finances have been carried by Spain through their 51% purchase of the General Program Operator Stock. Hardware, software and operating personnel make up the vast majority of the expenses to date.
8. The actions needed to continue moving forward were listed:
  - A) Registering member-section “systems”
  - B) Finalization of the fee structure
  - C) Validation of provider programs
  - D) Ratification of the JOC members

**MOTION: It was moved by Esa Mohamed and seconded by Shinjiro Wachi that Bonnie Maples continue as the Professional Practice Commission representative to the UIA’s Continuing Professional Development Joint Operating Committee. The motion was approved by applause.**

## **12. REPORT ON THE INTERNSHIP ROUNDTABLE HELD DECEMBER 10, 2008**

The Chair recognized Michael Peck to make this presentation.

Michael Peck stated that the purpose of the Roundtable was to find means by which to increase the portability and recognition of required professional internship experiences, thus facilitating mobility. He reviewed the Roundtable discussions from December 10<sup>th</sup> and noted that 14 persons representing 12 member-sections had attended. The minutes of that meeting are included in these minutes as Appendix 6.

Upon completion of the overview, the outcome of the meeting in the form of the “Statement on the Portability of Internship/Training/Practical Experience” was presented to the Commission.

**MOTION: It was moved by Michael Peck and seconded by Sven Silcher that the “Statement on the Portability of Internship/Training/Practical Experience” be approved by the Commission as presented, and that it be recommended to the UIA Council for adoption and distribution to all member-sections and bodies that regulate the Internship/Training/Practical Experience process. The motion was unanimously approved.**

### **13. REPORT OF THE DRAFTING PANEL FOR STUDY OF A RECOMMENDATION ON ARCHITECT-CLIENT AGREEMENTS**

The Chair recognized Tillman Prinz to present the Panel’s report.

Tillman Prinz presented the report on A Recommendation on Architect-Client Agreements. His Power Point slides are included in these Minutes as Appendix 7. Discussion and questions followed completion of the presentation. Of note was a general consensus that an agreement with FIDIC will offer FIDIC a significant monetary reward and that therefore the UIA should be in a strong position to negotiate with the publisher.

**MOTION: It was moved by Tillman Prinz and seconded by Jordi Farrando that the PPC considers its work on the Client-Architect Agreement successfully accomplished. The PPC refers the negotiations on publication, costings and licensure with FIDIC to the UIA Bureau and the UIA Council. The PPC refers the planning of a launching event of the Agreement to the UIA Communication Committee. The motion was approved unanimously by voice vote.**

### **14. REPORT OF THE DRAFTING PANEL ON REVISITING THE EXISTING RECOMMENDED GUIDELINES ON SCOPE OF PRACTICE**

The Chair recognized Shinjiro Wachi to present the report.

Shinjiro Wachi presented the report and after some discussion that modified the introductory paragraphs a motion was presented.

**MOTION: It was moved by Shinjiro Wachi and seconded by Michael Peck that the UIA PPC approve and recommend to the UIA Council for adoption the Recommended Guideline on the Scope of Practice, as amended at this meeting. The motion was unanimously approved by voice vote.**

The Recommended Revised Guideline on Scope of Practice approved at the meeting is included in these meetings as Appendix 8.

#### **15. REPORT OF THE DRAFTING PANEL ON REVISING THE EXISTING RECOMMENDED GUIDELINE ON PROCUREMENT**

The Chair recognized Michael Peck to present the panel's report.

The drafting panel report was begun with an explanation that it is recommended that the title of this guideline be revised from "Qualification Based Selection" to "Quality Based Selection" since the goal is quality not just qualifications of the architect. Further discussion expanded the title to "Competitive Quality Based Selection of Architects". In his presentation Mr. Peck recommended additional modifications from the draft copy included with the agenda:

1. Remove the word "Tender" where it occurs and replace it with "Invitation to Provide Expressions of Interest".
2. Relocate sections a, b, c, and d of Chapter 2 into an Appendix, re-letter the remaining sections of Chapter 2..
3. Remove the words "as its agent" in the Appendix, Part a, and the first paragraph.
4. Reference the Appendix in Chapter 2.

The revised document is included in these minutes as Appendix 9.

**MOTION: It was moved by Balbir Verma and seconded by John Wright that the UIA PPC approve and recommend to the UIA Council for adoption the Recommended Guideline for Procurement, as amended at this meeting. The motion was unanimously approved by voice vote.**

#### **16. REPORT OF THE DRAFTING PANEL FOR THE STUDY OF A GUIDELINE FOR THE DEVELOPMENT OF ARCHITECT FEES**

The Chair recognized Sven Silcher to present the drafting panel report.

Sven Silcher presented the work of the panel to date. Considerable discussion ensued.

Of consensus were the following items:

1. The document should enumerate the many methods of calculating fees noting specific conditions which might make one method more appropriate than another.
2. The document should not recommend one methodology as best. Differing conditions, cultural influences, scopes of services and legal frameworks, as well as the building type, size, etc. influence the selection of a method.
3. The panel should continue its work and report back to the 2009 Annual Meeting.
4. The panel was expanded to include the following persons designated during the meeting, with additional persons who contacted Sven Silcher following the meeting: Sven Silcher, Germany (chair), Hussein Abdelaal Abu-Seida, Egypt, Achmed Ali Hayder, Sudan, Stefan Kurylowicz, Poland, Steven Nutt, USA, Leontien Sauerwein, The Netherlands (corresponding member, to be confirmed) and Sathirut Nui Tandanand, Thailand.

#### **17. REPORT OF THE DRAFTING PANEL ON REVISITING THE EXISTING RECOMMENDED GUIDELINE ON ROLES OF PROFESSIONAL BODIES AND THE RELATIONSHIPS BETWEEN NATIONAL PROFESSIONAL BODIES AND REGULATORY BODIES**

The Chair recognized Ian Pritchard to make the presentation.

Ian Prichard utilized a series of Power Point slides to outline the issues embedded in the topic and to stimulate discussion. During the discussion several significant comments providing direction for the Drafting Panel were noted:

1. The listing of tasks to be accomplished on behalf of architects whether regulatory or advancing professional goals should be compiled and defined as completely as possible.
2. The panel should not select a current model enumerating what type of body performs which tasks, since so many legal variations occur between member-sections, all of which currently have positive and negative implications.
3. The panel should look at the actions required for Professional Goals and Regulatory Goals and evaluate the relationships between these ends and how they might best be met with the least negative consequences.
4. The ability to discipline is necessary for most tasks to be effectively implemented.

5. The panel should be expanded. In accordance with this thought the following persons were designated as members of the panel: Ian Pritchard, Isabelle Moreau, Alain Sagne, Stephen Nutt, and Umaru Aliyu.

Given the above discussions, it was noted that the wording in the UIA “Policy on the Role of Professional Institutes of Architects” will be problematic.

**MOTION: It was moved by Louise Cox and seconded by Jaeuk Chong that the Panel rewrite the Policy on the Role of Professional Institutes of Architects. The motion was approved unanimously by voice vote.**

**18. REPORT AND FOLLOW-UP ACTIONS WITH THE WORLD TRADE ORGANIZATION ON UIA COUNCIL ENDORSED “DRAFT DISCIPLINES ON DOMESTIC REGULATION IN THE ARCHITECTURAL SECTOR”**

The Chair recognized Douglas L Steidl to report on this matter.

It was stated that the WTO has not moved forward on regulations in the service industry and that their concentrated efforts over the past year had focused on the agricultural sector with no effective results. He also said that the WTO had stated that any agreement on services would be horizontal across disciplines and not sector specific. The question of how we, as the UIA, proceed with the WTO since we remain the only service discipline that has compiled an Accord on International Standards. This generated many comments generally consolidated as follow:

1. Effective dialogue with the WTO must be initiated through a government body. The WTO will not respond to a professional organization.
2. The UIA needs a broad-based guideline on approaching the WTO.
3. In addition to the Accord we have the draft of Domestic Regulation.
4. A task of this Commission is to better define the way we use Mutual Recognition Agreements to further implement the standards.

Continuing discussion of this matter was postponed until the second day of the meeting under Item 28 Discussion on UIA Member Sections: Roles and Responsibilities in National Government GATS Negotiations.

The meeting was then adjourned for the day at 5:40 pm.

**Friday, December 12, 2008**

The meeting was reconvened at 9:00 am by Douglas L Steidl, who acted as chair for the remainder of the meeting. His introductory statement challenged the Commission members to focus on the specific questions as the remaining items of the agenda are addressed. What are the Commission's goals for the future and how do they translate into the Commission's work? Is this item critical to or is it superfluous to the work of the Commission? Am I a person that should be involved in a writing panel?

### **19. REPORT OF THE DRAFTING PANEL ON REVISITING THE EXISTING RECOMMENDED GUIDELINE ON CODES AND ETHICS**

The chair recognized John Wright to present the report.

John Wright provided an overview of the history of this writing panel, including its formation, its thoughts about transforming the sequence of items in the document, changes to the content and its report on revisions made in Melbourne, Australia in 2006. At that meeting any revisions to the Guideline were opposed by certain attendees. Due to illness no report was made at the 2007 Annual Meeting in Seoul, Korea, but the Commission continued the panel asking for a report at the 2008 Meeting.

It was reported, that the panel was unsure of the desires of the Commission and consequently, wished to use this meeting as a time for discussion of the Commission's willingness to revise the Guidelines in any way, and to have input on the issues that should be addressed.

A significant discussion proceeded during which many points were put forward:

1. It is time to review the Guideline.
2. Responsible Control should be considered in any future re-writing.
3. The document must accommodate all national codes to comply with the domestic regulations.
4. Anti-trust issues need to be reviewed. The use of "shall" should be looked at carefully.
5. Non-mandatory elements of the Code are pending in the EU/ACE.
6. Sustainable/environmental improvements need to be addressed.
7. There is a need to move forward quickly as the EU Parliamentary Meeting occurs in May/June and NCARB (USA) will be modifying their Rules of Conduct at its June Meeting.
8. Issues of global equity between the developed nations and developing nations need to be considered.

**MOTION: It was moved by John Wright and seconded by Esa Mohamed that the panel revisit the Guideline on Codes and Ethics taking into account the statutory issues incorporated in the European Union regulations as well as global sustainability and equity issues. The motion was adopted unanimously by voice vote.**

(During the later discussion on Item 25 Off-Shoring and Out-Sourcing of Architectural Services, it was determined that the topic should be added to the list of considerations regarding Codes and Ethics and that Balbir Verma should be added to this writing panel.)

## **20. REPORT OF THE DRAFTING PANEL ON INTEGRATED PROJECT DELIVERY AND BUILDING INFORMATION MANAGEMENT**

The Chair called upon Shinjiro Wachi to present this report.

The report was presented using Power Point slides by Mr. Wachi. A copy of the presentation is included in these minutes as Appendix 10. Discussion on how to use the materials prepared by the writing team followed the presentation.

**MOTION: It was moved by Shinjiro Wachi and seconded by Louise Cox that the document on Integrated Project Delivery and Building Information Management be consolidated and made available on the PPC Website as an “Interim Practice Note”. The motion was approved unanimously by voice vote.**

The materials for the “Interim Practice Note” are incorporated by Appendix 11.

(Items 21 through 28 of the agenda were discussion items related to the proposed work agenda forwarded to and approved by the UIA Council in Durban, South Africa. These items were discussed without making decision on how to proceed with each. Following Item 33 Open Discussion/New Business the Commission returned to these 9 items and took action on each. For the purposes of these minutes each item will be treated in its entirety, including the decision reached.)

## **21. DISCUSSION ON IMPROVING ARCHITECT-CLIENT RELATIONSHIPS**

The Chair recognized Firdaous Oussidhoum to make the present the subject and lead the discussion.

Ms. Oussidhoum lead a short discussion on the topic stating that in her opinion the building up of trust by the architect through clear communication and ethical practice is the method by which client-architect relationships are made strong. A rhetorical question was asked: Are relationships between clients and architects bad now?

**MOTION: It was moved by Firdaous Oussidhoum and seconded by Hussein Abdelaal Aboveda that Improving Architect-Client Relationships not be addressed by the Commission. The motion was approved unanimously by voice vote.**

## **22. DISCUSSION ON NEGOTIATION/MEDIATION/ARBITRATION**

The Chair recognized Tillman Prinz to present the topic and lead a discussion on the issues.

Dr. Prinz reviewed the differences between the three methodologies for dispute resolution noting their positive and negative characteristics. He then noted that much information on this topic is already available from many countries and perspectives. After brief a discussion that affirmed the fact that materials are available that are more complete and informative than any we would create.

**MOTION: It was moved by Tillman Prinz and seconded by Louise Cox that a summary of existing materials on Negotiation/Mediation/Arbitration be compiled by Tillman Prinz and that the summary be included on the PPC Website as an “Interim Practice Note”. The motion was approved unanimously by voice vote.**

## **23. DISCUSSION ON LIABILITY IN THE CONTEXT OF INCREASED CONSTRUCTION COMPLEXITY**

The Chair called on Isabelle Moreau and Albert Dubler to present an introduction and lead the discussion.

Albert and Isabelle jointly presented a paper on the liability inherent in architecture from the viewpoint of the architect’s responsibilities to the planet, the community and the client/user. A copy of this paper is included in these minutes as Appendix 12.

The Commissions response to this presentation was summarized by one members comment, “Wow!” Positive responses filled the discussion. The breadth of the presentation far exceeded that which was anticipated by the Commission members that brought to life much discussion on equity issues, sustainability in all its aspects and codes and ethics. The paper in its current state was directed to the panel on Revisiting the Guideline on Codes and Ethics.

**By consensus the Commission directed Ms. Moreau and Mr. Dubler to continue development of the concepts since they apply directly to Aspirational Standards and Equity Issues.**

#### **24. DISCUSSION ON THE ROLE OF ARCHITECTS IN PUBLIC/PRIVATE PARTNERSHIPS**

The Chair recognized Michael Peck to lead this discussion.

Michael Peck presented a brief document defining Public/Private Partnerships (PPP), how they are used and the implications to both the public and the architect. He noted that often these partnerships emphasize economics above quality and often the architect is relegated to a minor role in the process.

Substantial discussion followed which can be summarized by:

1. Clear guidelines on this procurement method do not exist on an international scale.
2. More and more governmental units are turning to this methodology to control costs.
3. Changes in the methodology need to be forthcoming, so that the architect is viewed as a valuable asset in the process.
4. Risk issues need to be equalized between players.
5. Any document conceived as a standard for this issue should take an approach that transforms this methodology into a positive procurement system.

**MOTION: It was moved by Michael Peck and seconded by John Wright that a drafting panel be established to develop a document on Public/Private Partnerships that places an emphasis on building quality and the role of the architect as a key member of the Partnership. The current paper is to be edited and posted on the PPC Website as an “Interim Practice Note”. The motion was approved unanimously by voice vote.**

The following persons were recommended to join the writing panel: Graham Scott-Bohanna, Tillman Prinz, Isabelle Moreau, an ACE representative.

## **25. DISCUSSION ON OFF-SHORING AND OUT-SOURCING OF ARCHITECTURAL SERVICES**

The Chair recognized Balbir Verma to introduce this topic and lead the discussion.

Mr. Verma defined several issues related to this topic:

1. Absence or shortage of qualified architects.
2. Cost savings.
3. The negative impact of reducing internship opportunities and the breadth of internship experiences.
4. The absence of diverse and comprehensive experiences for architects engaged in these activities because they are primarily construction document production shops.
5. Out-sourcing changes the parameters of “responsible control”.
6. Clarity is lost between firms regarding responsibility and liability. He noted a statement contained in the contractual language of one out-sourcing firms. “Our contracts carry a limited error and omission policy. We are responsible for errors that are caused by things like delays, but are NOT liable if we draft something that gets built and, as a result of having been built, something goes wrong. The presumption is that we are simply CADifying design intent and the design intent is controlled by the Architect.”
7. The potential misuse of references to such work experience on individual resumes presented to clients.

The general discussion pointed out that the issue is essentially about practice ethics and social equity and should be referred to the panel revisiting the Guideline on Codes and Ethics.

**MOTION: It was moved by Michael Peck and seconded by John Wright that off-shoring and out-sourcing of architectural services be incorporated into the work of the Drafting Panel on Codes and Ethics. The motion was approved unanimously by voice vote.**

It was also determined that Balbir Verma should be a member of the Drafting Panel on Codes and Ethics.

## 26. DISCUSSION ON DEVELOPMENT OF A “PRACTICE HANDBOOK”

The Chair recognized Patricia Emmitt and Eugene Barnard to present the issue and lead the discussion.

Patricia Emmitt introduced the topic and then turned the presentation over to Eugene Barnard who presented the possibility of the UIA issuing and maintaining a practice handbook for use by all member-sections. The presentation as made is included in these minutes as Appendix 13. His presentation covered potential contents, the implications to acceptance by member-sections whose practice standards might conflict with the contents due to national legal requirements, the need to acknowledge current international protocols, and the need to identify commonalities in practice between UIA members. It was proposed that a UIA Handbook should include materials on an international level, including: UIA specific content, environmental content, and technical content.

Mr. Barnard suggested that if the Commission proceeded with a handbook the following questions should be addressed:

1. Hard copy or electronic or web-based?
2. What expertise will be needed?
3. What are the objectives and mandates?
4. What is already available and what will require research?
5. What will be the schedule?

An extensive discussion occurred following the presentation with the general conclusion:

1. That this would require a tremendous amount of resources, perhaps more than the Commission could currently provide.
2. That UIA could not maintain the document with constant updates.
3. That due to legalities there may be the need for “130” different versions.
4. Maybe we should just establish an outline for such a handbook for use by any member-section to utilize in developing their own document.
5. Perhaps the best solution is to compile a listing of the existing handbooks, and share what already exist.

**MOTION: It was moved by Louise Cox and seconded by Hussein Abdelaal Aboseda that a drafting panel compile a reference document of existing “Practice Handbooks” and that the resulting document be posted on the PPC Website as an “Interim Practice Note”. The motion was adopted unanimously by voice vote.**

## **27. DISCUSSION ON INTERNATIONAL MERGERS AND ACQUISITIONS OF ARCHITECTURAL FIRMS-A STUDY OF THE IMPACTS ON THE ROLES OF ARCHITECTS, ESPECIALLY WHEN CONSTRUCTOR FIRMS ARE ACQUIRING ARCHITECTURAL FIRMS**

The Chair recognized Shinjiro Wachi to introduce the subject and lead the discussion.

Shinjiro Wachi utilized a Power Point presentation to overview the subject matter. That presentation is incorporated into these minutes as Appendix 14.

The primary question after the introduction was whether such mergers lead to a conflict of interest for the architect. The question was asked if we as the PPC can do more than acknowledge that mergers are happening, since this is a market driven force. The Issue of the conflict of interest for responsible control has already been discussed and documented, and clearly defined in the Guideline of the Form of Practice.

**MOTION: It was moved by Shinjiro Wachi and seconded by John Wright that the report on International Mergers and Acquisitions of Architectural Firms be accepted and kept for reference. The motion was approved unanimously by voice vote.**

## **28. DISCUSSION ON UIA MEMBER SECTIONS: ROLES AND RESPONSIBILITIES IN NATIONAL GOVERNMENT GATS NEGOTIATIONS**

The Chair recognized Esa Mohamed to make this presentation and lead the discussion. It was also noted that this topic continues some of the discussion from Agenda Item 18.

Esa Mohamed presented a Power Point presentation that explained the interaction and procedures that need to happen in order for standards to be established under GATS. His report is incorporated in these minutes as Appendix 15. Mr. Mohamed's conclusion outlined the needs for the UIA member sections to act:

1. Promote the adoption of the UIA Accord by their member sections.
2. Engage the regulatory authorities to adopt the UIA Accord on Recommended Standards of Professionalism in Architectural Practice.
3. Bridge the gap between regulators and national trade representatives.

4. Promote Mutual Recognition Agreements between member sections.

Discussion ensued with many questions asked of Mr. Mohamed. At this point the conversation related to Item 28A was incorporated into this discussion.

#### **28A. COMMUNICATION TO UIA MEMBER SECTIONS REPORTING ON THEIR ENDORSEMENT AND PROMOTION OF THE UIA ACCORD AND RECOMMENDED GUIDELINES**

The intent of this agenda item was to assess the effectiveness of member sections in 1) adopting the UIA Accord on Recommended International Standards of Professionalism in Architectural Practice and 2) supporting the documents to National Governments and Trade Representatives.

Considerable information was offered from various member sections indicating that full adoption of the Accord was difficult due to legal conflicts and member section standards approved by National Professional Associations. It was noted that many Associations have “endorsed” as opposed to “adopted” the Accord. The more significant factor was that very few member sections have worked with their national trade representative to have the Accord Standards utilized as their national position in proposals to the GATS negotiations. During the discussion it was noted that a letter was sent by Gaetan Siew, during his term as UIA President, to all member sections regarding their adoption of the Accord.

The discussion was culminated in the following motions:

**MOTION: It was moved by John Wright and seconded by Michael Peck that the Commission create a Task Group to develop and execute an Implementation Plan. The Task Group is to consist of a minimum of five persons and a maximum of seven persons appointed by the Co-Directors and selected from a call for nominees. Nominees need not be members of the Commission. The basis of selection shall be the individual’s ability to envision a plan and execute it through professional associations, member sections, governments and trade associations. The motion was approved unanimously by voice vote.**

**MOTION: It was moved by Esa Mohamed and seconded by Louise Cox that the report on Roles and Responsibilities in National Government GATS Negotiations be accepted and the recommendations at the end of the report be referred to the Implementation Plan Task Group. The motion was approved unanimously by voice vote.**

## **29. PRESENTATION AND CONSIDERATION OF REQUESTS PROPOSED BY LOUISE COX ON BEHALF OF HERSELF AND GIANCARLO IUS FOR THE PROFESSIONAL PRACTICE COMMISSION WORK AGENDA FOR 2008-2011**

The Chair recognized President Cox to present her request.

Louise Cox stated that she will be making the same presentation to all Commissions and Work Programs, asking that each addresses the issues contained in the following questions. She then presented through Power Point her and Giancarlo Ius' programme issues.

### **1. SUSTAINABLE PRACTICE**

- A) What are the sustainable practices that underpin the work and the aspirations of the UIA Professional Practice Commission?
- B) How are these measured in relation to the social, cultural, environmental, economic and political sustainable practices considered by this Commission?
- C) What previous experience has this Commission had with any of these aspects of sustainability?
- D) What legacies can this Commission give to UIA and its member sections regarding sustainable practices?

### **2. WTO**

- E) How will this Commission and UIA increase our contacts with WTO?

### **3. A RESOURCE FOR ALL**

- F) How will this Commission make itself work as a resource for all?

### **4. BORDERLESS PRACTICE AND BORDERLESS EDUCATION**

- G) How is this Commission dealing with the topic of borderless practice and how should this relate to borderless practice aspirations?

### **5. GLOBAL WORK CONDITIONS FOR ARCHITECTS**

- H) Can this Commission provide suggestions for improving working conditions globally, for architects, to ensure more suitable architecture of quality?

### **6. ETHICAL PRINCIPLES AND RESPECT FOR HUMAN RIGHTS**

- I) How can this Commission promote the use of ethical principles for and respect for human rights to the Community, so that the architects from our member sections can practice more successfully?

### **7. INTELLECTUAL PROPERTY**

J) How does this Commission help architects retain their intellectual property against the attack of global, unscrupulous speculators?

8. MOBILITY OF ARCHITECTS

K) How can this Commission help the free circulation of architects and ensure recognition of their credentials globally?

The Co-Directors stated that they would address these questions and respond to President Cox in the near future. Those items not currently being addressed would be considered for inclusion in future agendas of the Commission.

**30. LIAISON AND COORDINATION BETWEEN THE PROFESSIONAL PRACTICE COMMISSION AND THE EDUCATION COMMISSION**

This topic was not addressed. Discussions between the Co-Directors and the UIA President determined that there existed common individuals that served on and attended both Commissions and that correspondence, common attendees and distributed records of the meetings provided adequate liaison.

**31. SUMMATION OF THE STATUS OF THE COMMISSION'S WORK AGENDA**

The Chair summarized the actions taken at this meeting and the status of the agenda items. This agenda item was deferred until after Item 33 Open Forum/New Business.

1. A new Co-Director and Secretary from the USA was introduced, Douglas L Steidl.
2. The Minutes of the October 3-5, 2007 meeting in Seoul, Korea were adopted with minor corrections.
3. The following reports were received:
  - A) PPC Secretariat
  - B) COAC Activities on the Standard Format for Reporting Practice Standards
  - C) Council Meeting, Assembly and Congress in Turin
  - D) UNESCO-UIA Validation Conference and Education Commission
  - E) Continuing Professional Development Joint Oversight Committee
4. The following items were recommended to the UIA Council for Action:
  - A) That the UIA take over and maintain the Standard Format for Reporting Practice Standards
  - B) That the Statement on the Portability of Internship/Training/Practical Experience be adopted and distributed to all member sections that regulate the Internship/Training/Practical Experience process.

- C) That the Client-Architect Agreement negotiations on publication, costing and licensure with FIDIC be completed by the UIA Bureau and UIA Council and that a launching event of the Agreement be planned by the UIA Communication Committee.
  - D) That the Recommended Guideline on the Scope of Practice as amended be adopted.
  - E) That the Recommended Guideline for Procurement as amended be adopted.
5. The following actions were taken regarding drafting panels:
- A) That work on the Guideline for the Development of Architectural Fees be continued with an expanded drafting panel.
  - B) That the work on the Guideline on Roles of Professional Bodies and the Relationships between National Professional Bodies and Regulatory Bodies continue, including a motion to rewrite the Policy as part of the task. The drafting panel was also reconstituted.
  - C) That the writing panel on the Guideline for Codes and Ethics revisit the Guideline taking into account several items contained in these minutes. The drafting panel was expanded.
  - D) That the document on Integrated Project Delivery and Building Information Management be consolidated and made available on the PPC Website as an “Interim Practice Note”.
6. The following actions were taken regarding proposed items for the 2008-2011 work agenda of the Commission:
- A) That the Commission not proceed with the topic Improving Architect-Client Relationships.
  - B) That the existing materials on Negotiation/Mediation/Arbitration be compiled and the summary be included on the PPC Website as an “Interim Practice Note”.
  - C) That the issue paper on The Architect’s Responsibilities in the Context of Increased Complexity be more fully developed.
  - D) That a drafting panel be established to develop a document on Public/Private Partnerships emphasizing building quality and the role of the Architect as a key member of the Partnership. The document is to be posted on the PPC Website as an “Interim Practice Note”.
  - E) That work on Off-Shoring and Out-Sourcing of Architectural Services be incorporated into the work of the Drafting Panel on Codes and Ethics.
  - F) That a UIA Practice Manual not be developed, but a drafting panel compile a reference document of existing “Practice Handbooks”, to be posted on the PPC website as an “Interim Practice Note”.

- G) That the report on International Mergers and Acquisitions of Architectural Firms be accepted and kept for reference .
- H) That the Commission establish a Task Group to develop and execute an implementation plan.
- I) That the report on Roles and Responsibilities in National Government GATS Negotiations be accepted and the recommendations at the end of the report be referred to the Implementation Plan Task Group.

7. Other actions of the Commission:

A) The Commission discussed its future goals which were summarized by the chair as follow:

- 1) Continue the development and appropriate revisions of Aspirational Practice Standards for architects.
- 2) Plan for practical implementation of the Accord and Guidelines.
- 3) Work for the Mobility of architects.
- 4) Work for Social Equity

B) Received considerations and requests compiled from Giancarlo Lus' and Louise Cox's program statements at the UIA Assembly that will be reviewed and responded to by the Co-Directors.

C) Received invitations for future Commission Meetings from:

- 1) India for 2009
- 2) Nigeria for 2010

D) Approved Motions of Appreciation for:

- 1) Michael Peck recognizing his membership on the Commission since its inception, his dedicated leadership of many writing panels, and his knowledgeable and insightful guidance.
- 2) James Scheeler recognizing his longtime leadership of the Commission as Co-Director and Secretary, his service as liaison to the Education Commission, and his dedicated work to the UIA.
- 3) The Conseil national de l'Ordre des Architectes du Maroc and especially to Firdaous Oussidhoum for her coordination of the host activities.

### 32. 2009 COMMISSION ANNUAL MEETING

Invitations from the following UIA Professional Practice Commission Annual Meetings were received:

- 1) 2009        India
- 2) 2010        Nigeria

### **33. OPEN FORUM/NEW BUSINESS**

The Chair reminded the Commission members that the purpose of this agenda item was to consider the goals and purpose of the Commission for the future.

Discussion comments included:

1. There is a need to communicate/advertise and implement/activate the Accords.
2. Effective implementation of the work done to date by the Commission should be a priority.
3. The WTO began with the establishment of a trade and services agreement for accountants which failed miserably. The architects were scheduled to be next. Nothing has happened. There is a need to make sure that our Accord is properly proposed to the WTO through national trade representatives.
4. The practice of architecture and the level of development between the developed nations and developing nations is so unequal. Many of the issues discussed at this meeting are not understood nor are they practical for many member sections.
5. The maintenance and development of the Accord and Guidelines is imperative.
6. Promotion and communication of the work of the PPC should be a priority.
7. The Commission needs to make more information available to architects and the public through the web.
8. There is the need to continue facilitating internship/experience transportability across borders.

**The Chair summarized the discussion as follows:**

- 1) Continue the development and appropriate revisions of Aspirational Practice Standards for architects.**
- 2) Plan for practical implementation of the Accord and Guidelines.**
- 3) Work for the Mobility of architects.**
- 4) Work for Social Equity**

### **34. APPRECIATION TO THE MEETING HOST**

The Co-Directors asked Firdaous Oussidhoum to come forward and represent the Conseil National de l'Ordre des Architectes du Maroc. The Co-Directors then presented a "Certificate of Appreciation" on behalf of the UIA Professional Practice Commission to the Ordre, noting their gracious hosting of the meeting

and her personal dedication to coordinating the events. The Commission showed its appreciation and thankfulness through applause.

### **35. ADJOURNMENT**

There being no further business, the Chair adjourned the meeting at 5:40 PM.

### **36. APPENDICES**

NOTE: These appendices are available for viewing on the UIA Professional Practice Commission website at [www.iaa.org/about\\_ua](http://www.iaa.org/about_ua). They are found under the heading of “UIA-PPC 2008 Annual Meeting, Marrakesh, Morocco”.

1. List of Participants
2. Minutes of the 2007 Annual Meeting, Seoul, Korea
3. Report of the Professional Practice Commission Secretariat by Douglas L Steidl
4. Mobility Presentation by Gaetan Siew
5. International Partnering Presentation by Firdaous Oussidhoum
6. Minutes of the Internship Roundtable including the Statement on the Portability of Internship/Training/Practical Experience.
7. Report of the Drafting Panel for study of a Recommendation on Architect-Client Agreements
8. Recommended Revised Guideline on Scope of Practice
9. Recommended Revised Guideline on Procurement
10. Report of the Drafting Panel on Integrated Project Delivery and Building Information Management
11. Interim Practice Note on Integrated Project Delivery and Building Information Management
12. Paper on the Architect’s Responsibility in the Context of Increased Construction Complexity
13. Presentation on Development of a Practice Handbook
14. Presentation on International Mergers and Acquisitions of Architectural Firms
15. Presentation on Roles and Responsibilities in National Government GATS Negotiations