

Location: Hotel Riu Plaza Guadalajara, Guadalajara, Jalisco, Mexico

ATTENDEES

David Parken, Canberra Accord Chair; RAIA Chief Executive Officer

Signatories

Acreditadora Nacional de Programas de Arquitectura y Disciplinas del Espacio Habitable A.C. (ANPADEH)

Agustín Parodi Ureña, President
Fernando Mora Mora, Canberra Accord Liaison
José Jimenez Jimenez, Executive Director
Xavier Cortes-Rocha, Observer
Aaron Gerardo Bernal Rodriguez, Observer

The Australian Institute of Architects (RAIA)

Paul Berkemeier, President-elect
Martha Liew, National Education Manager
Nino Bellantonio, President, Architects Accreditation Council of Australia, Observer

Canadian Architectural Certification Board/Conseil canadien de certification en architecture (CACB/CCCA)

Carole Caron, President
Ivan Martinovic, Past President
Mourad Mohand-Said, Executive Director

Commonwealth Association of Architects (CAA)

George Henderson, Canberra Accord Past Chair

Korea Architectural Accrediting Board (KAAB)

Bum Shik Shin, President
Jaepil Choi
Sungjung Chough, Director

National Board of Architectural Accreditation of China (NBAA)

Zhao Qi, Deputy General Director, Personnel Department of the Ministry of Housing and Urban-Rural Development
Zhu Wenyi, Chairman of NBAA, President of Architectural School, Tsinghua University
Wang Xiaojing, Deputy Director of International Department, Architectural Society of China.

National Architectural Accrediting Board (NAAB)

Theodore Landsmark, President
Linda Kiisk, President-elect
Andrea Rutledge, Executive Director

International Union of Architects (UIA) – Ex Officio

Albert Dubler, President
Louise Cox, Past President

Staff

Michiel Bourdrez, Canberra Accord Secretariat

OBSERVERS

Agencia Centroamericana de Acreditación de Programas de Arquitectura y de Ingeniería (ACAAI)

Mr. Roberto Leal Paz, Vice President of the Accreditation Board
Ms. Norma Patricia Mora, Member of the Accreditation Board

Agencia de Calidad, Acreditación y Prospectiva de las Universidades de Madrid (ACAP - Spain) - Arrived on 2 May 2013

Dr. Eugenio Martínez, President
Dr. Luis Sánchez, Managing-Director

Hong Kong Institute of Architects (HKIA)

Mr. Dominic Lam, Chairman of Architects Registration Board
Ms. Wai Chui Chi Rosman, Chairlady of Board of Educational Affairs

IEET-Architectural Accreditation Commission (IEET-AAC) (Chinese Taipei)

Prof. Yeong-Bin Yang, IEET President
Prof. Feng-Tyan Lin, IEET-AAC Chairman
Dr. Mandy Liu, Executive Director

Japan Accreditation Board for Engineering Education (JABEE)

George Kunihiro

South African Council for the Architectural Profession (SACAP)

Mr. Phill Mashabane, President
Professor Gerald Steyn, Chair of the Heads of Schools and Validation Committees

WEDNESDAY, 1 MAY 2013

Agenda Item No.	Title	Action Taken
Tab 1	Welcome and Introductions	Chairman David Parken called the meeting to order at 9:00 A.M. <ul style="list-style-type: none">• Agustín Parodi, ANPADEH President, extended a formal welcome to the delegates (see Appendix A for full text)• Chair David Parken made welcoming remarks and asked all present to introduce themselves
Tab 2	Adoption of the Agenda	There were no additions or changes to the agenda, which was adopted by unanimous consent.
Tab 3	Approval of the Minutes from the 20 September 2012 Conference Call (see Appendix B)	The Conference Call minutes were approved as corrected
Tab 4	Report from the Secretariat (see Appendix C)	Following discussion of the written report the signatories decided the following: <ul style="list-style-type: none">• The CA promotional brochure will be sent to all signatories who will put it on their websites.• The Secretariat was instructed to send

a formal request to UIA President Albert Dubler to include a link to the Canberra Accord on the UIA website.

- CACB offered assistance with the Architecture Council of Europe and other francophone countries and regions, such as Africa.
- ANPADEH will expand its mentoring in South America.
- NBAA reported that it has a relationship with Hong Kong and Chinese Taipei.

The report as amended was accepted by consensus and David Parken thanked the Secretariat on behalf of the signatories.

Tab 5 Reports from Signatories

Paul Berkemeier presented for RAI A

Carol Caron presented for CACB/CCCA

Wang Xiaojing presented for NBAA

George Henderson presented for CAA

Jaepil Choi presented for KAAB

José Jimenez presented for ANPADEH

Ted Landsmark presented for NAAB

During discussions, the Secretariat was instructed to prepare a questionnaire for signatories to report on how they conduct and review their accreditation/validation visits.

THURSDAY, 2 MAY 2013

Agenda Item	Title	Action Taken
Tab 6	Approval of the Budget for FYs 2013 and 2014	<p>Andrea Rutledge presented the budget for 2013-2014, noting that it was very lean and had no wiggle room. George Henderson expressed concern that there was no reserve line item. Wang Xiaojing suggested that a percentage of the total budget be added as a contingency.</p> <p>MOTION: NAAB/CACB to amend the budget to add 10% of the total as contingency fund. Passed unanimously.</p> <p>MOTION: ANPADEH/RAIA to accept the budget as amended. Passed unanimously.</p> <p>A discussion followed on the revenue share distribution for the signatories.</p> <p>MOTION: CAA/CACB to approve the</p>

		distribution formula, reflecting the 10% contingency.
Tab 7	Signatory Review Decision: NAAB NOTE: During this agenda item, the NAAB representatives left the meeting.	By consensus, all signatories present agreed to accept the NAAB as a system of accreditation/validation/ recognition that leads to outcomes that are substantially equivalent to those of the other signatories for a period of six years, effective 1 January 2013. MOTION: CACB/KAAB to put Canberra Accord visit reports on CA website. Passed unanimously.
Tab 8	Review CA visit procedures based on CACB and NAAB experiences in March 2012 and March 2013, respectively.	<u>CACB</u> - Mourad Mohand Said reported on the CA visit to CACB and said that the process was very successful. He had the following suggestions for improvement: <ul style="list-style-type: none">• Include input from the facilitator• Give reviewers more time to adjust to time zone change• CA observers should take part only in the highlights of the visit, not every part.• CA observers should be given time to finish the draft of their report before leaving.• Develop a model agenda for the CA visit. <p>Sungjung Chough, the practitioner observer on the CA team to CACB, said that it was a very useful experience. He thought there was not enough time, especially for non-Anglophones, to write the report before departing. He noted the importance of the facilitator and that the meeting of the facilitator with the CA observers at the start of the visit was essential.</p> <p><u>NAAB</u> – Andrea Rutledge reported that the greatest challenge was coordinating the CA observer visit and the NAAB board meeting. She agreed that a template for the visit would be valuable in that it would manage expectations and provide consistency. The visit was complicated by the geographical separation between Judson University outside Chicago and the NAAB offices in Washington. Further, Ms. Rutledge felt that the self-assessment requirement under paragraph 2.1.c.1 of the Rules and Procedures (R&P) is no longer relevant and suggested that a template be developed that responded to the R&P requirements.</p> <p>Following these reports, David Parken appointed two task forces:</p>

1. Study Changes to the R&P

Members:

- George Henderson
- Andrea Rutledge
- Jaepil Choi
- Wang Xiaojing
- Michiel Bourdrez, staff

2. Develop Visit Templates and Guidelines

Members:

- Mourad Mohand Said
- Agustín Parodi
- Martha Liew
- Michiel Bourdez, staff

MOTION: NAAB/CAA to establish these Task Forces which are to report their conclusions to the signatories during the 2014 General Conference Call. The current R&P is to stay in effect. Passed unanimously.

The next Canberra Accord visit will be to the CAA in February 2014 to a school located in northern Ghana. Secretariat will ask for observer nominations no later than 1 July 2013.

Tab 9 Remarks by UIA
 President Albert Dubler
 and Past President Louise
 Cox

Albert Dubler reported on the activities of the UIA, and Louise Cox made a presentation on the UIA/UNESCO Charter for Architectural Education and noted that the need for a validation system that led directly to the Canberra Accord. The UIA invited the Canberra Accord to send a representative to the next UIA Education Commission meeting. Mr. Dubler will notify the Secretariat as to the date and location of this meeting.

Tab 10 Presentations by
 Observer Organizations
 Executive session

All observer organizations made presentations explaining their organization and activities.

The signatories went into executive session at 4:45 p.m. to discuss a confidential matter related to future operations. Executive session ended at 5:45 p.m.

FRIDAY, 3 MAY 2013

Agenda Item	Title	Action Taken
	Phill Mashabane Presentation	Mr. Mashabane presented his work in South Africa
Tab 11	Review Process for Seeking Provisional Status	<p>The signatories reviewed the procedures set forth in 2.2 of the R&P.</p> <ul style="list-style-type: none"> • The new R&P Task Force will develop a list of required documents • The Secretariat will provide applicants with schedules and itineraries of previous visits. • David Parken suggested that signatories hold a special focused conference call to consider an application. • Develop a list of qualifications for the facilitator, including knowledge of the institution to be visited and knowledge of the education requirements.
Tab 12	Nomination of Secretariat from 01 January 2015	<p>Ted Landmark offered to have NAAB continue to administer the secretariat for the next term ending on December 31, 2016</p> <p>MOTION: CACB/NBAA, to accept NAAB's offer. Agreed to by acclamation.</p>
Tab 13	Develop agenda for future CA activity	<p>Suggested agenda:</p> <ul style="list-style-type: none"> • Development of procedures for individual programs • Develop model competency standards • Address the issue of accrediting individual schools in response to the CA mission to improve architectural education. The CAA essentially does this already. <p>NAAB explained how foreign institutions that are U.S. regionally accredited are eligible for NAAB accreditation. Those not regionally accredited can obtain substantial equivalency from NAAB.</p> <p>Mexico is working with Ecuador and Guatemala.</p> <p>KAAB has substantial equivalency agreements with Mongolia and Indonesia and is mentoring Thailand in developing its own accreditation system.</p> <p>CACB offered assistance to the UIA with</p>

Francophone members.

The Secretariat was tasked as follows:

- Gather information from signatories regarding their work outside their borders.
- Request information from signatories on their competency standards. Once obtained, this information should be sent to RAIA for analysis.

During discussion under Tab 14 the signatories suggested that the position of chair-elect be looked into in the future.

Tab 15 Location for 5th General Meeting (2015)

CACB and NAAB offered to jointly host the 5th General Meeting in Boston, Massachusetts, USA on May 3-5, 2015.

MOTION: RAIA/KAAB to accept this invitation. Passed unanimously.

The CAA will host the General Meeting in 2017 at a place and date to be determined. CACB and NAAB will again jointly host the General Meeting in 2017 in Vancouver, British Columbia, Canada.

Tab 14 Election of the Chair

MOTION: CAA/NAAB to nominate KAAB to appoint the next chair.

MOTION: NBAA/- to nominate RAIA to appoint the next chair. The nomination dies for lack of a second.

The CAA/NAAB nomination was approved by acclamation, and KAAB appointed Sungjung Chough as the next Chair of the Canberra Accord, effective at the end of the 4th General Meeting.

Adjournment

David Parken formally thanked the ANPADEH for the excellent organization of the meeting, the exceptional graphics and for providing the delegates with unforgettable events and excursions.