

STATE OF CONNECTICUT

DEPARTMENT OF CONSUMER PROTECTION

CONNECTICUT REAL ESTATE APPRAISAL COMMISSION

MAY 2004 MINUTES

165 CAPITOL AVENUE
HARTFORD, CONNECTICUT 06106

The Connecticut Real Estate Appraisal Commission met on Friday, May 7, 2004 at 8:33 a.m. in Room 126 of the State Office Building, 165 Capitol Avenue, Hartford, CT 06106.

Commissioners Present: Christopher A. Italia (Cert. Gen. App. – 1st District), Chairman
Francis Buckley, Jr. (Cert. Gen. App. – 2nd District)
Russell Hunter (Public Member – 5th District)
Howard L. Luppi (Public Member – 3rd District)
Gerald V. Rasmussen (Cert. Gen. App. – 4th District)
Nicholas J. Tetreault (Cert. Res. App. – 3th District)

Commissioners Absent: None

Commission Vacancies: Certified Residential Appraiser – 2nd District
Public Member – 3rd District

Commission Counsel: None

DCP Staff Present: Edwin Rodriguez, Commissioner of Consumer Protection
Ronald Angelo, Deputy Commissioner of Consumer Protection
Richard Hurlburt, Director of Occupational & Professional Licensing
Division
Laureen Rubino, License & Applications Specialist
Elisa Nahas, Principle Attorney
Timothy Keefe, Real Estate Appraisal Examiner
Edward McMahon, Real Estate Appraisal Examiner
Judith R. Booth, Commission Secretary

Assistant AG: None

Guests: Jim Kyle

Note: The administrative functions of this Commission are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information, please contact Director Richard M. Hurlburt at (860) 713-6135.

The next meeting is scheduled for Wednesday, June 9, 2004 at 8:30 a.m. in Room 126.

WELCOME

The Connecticut Real Estate Appraisal Commission welcomed the Representatives of the Appraisal Subcommittee of Washington, DC. The Commissioners introduced themselves to the ASC Representatives.

MINUTES

The Real Estate Appraisal Commission approved the Minutes of April 14, 2004, subject to minor changes on pages 1, 3, and 9.

A motion was made by Commissioner Francis Buckley, Jr., to approve the Minutes of April 14, 2004. Commissioner Russell Hunter seconded the motion. The motion carried unanimously.

CORRESPONDENCE

The Commission reviewed the following correspondence.

1. March 31, 2004 Appraisal Subcommittee on Proposed Amendments to ASC Policy Statement 10.

This document was submitted under “FYI”.

2. ASB Public Meeting Notice – June 15, 2004

This document was submitted under “FYI”.

3. Appraisal Standards Board April 26, 2004 Second Exposure Draft on Proposed Revisions to the 2004 Edition of the Uniform Standards of Professional Appraisal Practice (USPAP) and the Advisory Opinions

This document was submitted under “FYI”.

4. Appraisal Standards Board April 26, 2004 Addendum to second Exposure Draft on Proposed Revisions to the 2004 Edition of the Uniform Standards of Professional Appraisal Practice (USPAP) and the Advisory Opinions – Edits related to Exposure Draft, Section 10, “Purpose,” Type and Definition of Value, and Citation of Value Definition

This document was submitted under “FYI”.

PENDING LEGAL MATTERS

(*) This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.

Elisa Nahas, Esq.

1. Update on proposed Real Estate Appraisal Regulations.

Attorney Elisa Nahas provided an overview of the routing process for the Appraisal Regulations and stated that they are now at the Regulation Review Committee and they should be ready to be placed on the agenda by July 2004. Attorney Nahas said most of the regulation changes will become effective when they are filed with the Secretary of State's Office. Attorney Nahas advised the Commission that the portion of the Regulations affecting the Provisionals will most likely become effective November 1, 2004.

The Commission at first wanted to discuss the criteria for issuing a waiver, but the majority of the Commissioners were not in favor of a waiver and wished to wait for the Regulations to pass the entire approval process before discussing this issue.

COMPLAINTS

Edward McMahon

2003-478

Commissioner Nicholas Tetreault made a motion to schedule this matter for an Informal Compliance Hearing. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

2003-5793

Commissioner Russell Hunter made a motion to schedule this matter for an Informal Compliance Hearing and for the appraiser to bring in his/her log reflecting their 2004 appraisal activity. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

2003-6745

Commissioner Francis Buckley, Jr., made a motion to table this matter and for Examiner Edward McMahon to get a copy of the appraisal report from the bank. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

2003-6715

Commissioner Francis Buckley, Jr., made a motion to close this matter. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

2003-8243

Commissioner Francis Buckley, Jr., made a motion to close this matter. The motion was seconded by Commissioner Russell Hunter. The motion carried unanimously.

Tim Keefe

2003-8897

Commissioner Francis Buckley, Jr., made a motion to close this matter. The motion was seconded by Commissioner Howard Luppi. The motion carried unanimously.

2003-6439

Commissioner Nicholas Tetreault made a motion to schedule this matter for an Informal Compliance Hearing. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

REQUESTED BY THE COMMISSION TO APPEAR

None

REQUESTED TO APPEAR BEFORE THE COMMISSION

None

DISCUSSION

Commissioner Gerald Rasmussen said that he reviewed the Opinions 26 and 27 below and in his determination “it boils down to nothing more than a business decision.”

1. USPAP 2004 Advisory Opinion 26
2. USPAP 2004 Advisory Opinion 27

REQUESTS FOR CONTINUING EDUCATION CREDIT AND EXAMINATION EXTENSIONS

None

REQUEST TO RENDER LICENSE INACTIVE

None

REQUEST FOR WAIVER

None

PSI SPECIAL ACCOMMODATION REQUESTS

None

EXTENSION OF ELIGIBILITY

None

FORMAL HEARING

None

NEW BUSINESS

1. Provisional Sponsorship: How do we handle with new Regulation changes?

Attorney Elisa Nahas commented that assuming the Regulations are passed the Commission may want to begin thinking about the a) policy for the waiver and b) notification to appraisers regarding the regulation changes.

- a) **Commissioner Gerald Rasmussen responded by asking why the Commission made the effort for a regulation change to in turn issue a waiver, and that he is not in favor of issuing waivers. The remaining Commission members agreed with Commissioner Rasmussen's position on this issue.**
 - b) **The Commission felt if letters of notification regarding the regulation changes are mailed out by the Department in July 2004, this should provide ample time for the appraisers to make any required adjustments.**
2. Senate Bill 481, "An Act Concerning Psychologically Impacted Real Estate"

This document was submitted as an "FYI".

3. E-licensing conversion – CAVU Version 4

Lauren Rubino, Application Specialist, updated the Commission regarding the update of the Department's e-licensing software from version 1 to version 4, which resulted in a three-day unavailability of the software to perform any type of license processing.

Lauren Rubino stated that any renewal received, i.e. date stamped, by the Department by April 30, 2004, will not be violation of the law.

4. Carolyn Ainley, RSP.645, letter requesting continuing education equivalency. (Presented by Examiner Edward McMahon)

Commissioner Francis Buckley, Jr., made a motion to add this item to the agenda. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

Commissioner Nicholas Tetreault made a motion to deny this request and to suggest that she consider taking an on-line seminar to complete the 5 hour balance of her continuing education requirement. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

5. Continuing Education Cards for 2006

Commissioner Francis Buckley, Jr., made a motion to add this item to the agenda. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

The Commission agreed to discontinue the use of continuing education cards and that the approved schools are required to produce a certificate of completion on their official letterhead to any student who successfully completes a course(s).

Director Richard Hurlburt commented that the Department is looking into a new method whereby the approved schools can access the Department's e-licensing system to upload the names of those students who took and successfully completed continuing education courses. That information is then collected by PSI who will in turn provide the information back to the State to upload into the e-licensing system. An audit can then be performed by the Department regarding individuals who did or did not complete their continuing education for the cycle.

OLD BUSINESS

None

PREVIOUSLY SUBMITTED APPLICATIONS

None

CHRO APPLICATIONS

None

PROVISIONAL APPLICATIONS

(*) **This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.**

1. Anthony M. DeLucia – Madison, CT
Sponsor: Michael Hallahan, RCR.233
Schools: Gateway Academy & The PV and RE School
USPAP: The PV and RE School

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

2. Lori Caine – Hadlyme, CT (**LIMITED APPRAISER LOG**)
Sponsor: Norman C. Caine, RCG.99 (**RESUBMISSION**)
Schools: AIREA Challenged 1-A and Passed 4/1/1976 – 30 hours EC
SCSU, Real Estate Finance, Passed 4/1982 – 30 hours EC
USPAP: The Appraisal Institute, Passed 6/20/2000 – 15 hours

Commissioner Francis Buckley, Jr., made a motion to deny this application and that an updated appraisal course is needed, preferably Appraisal I or Appraisal II. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

3. Thomas M. Cardone – Trumbull, CT
Sponsor: Daniel Conte, RCR.131
Schools: Naugatuck Valley CC & The PV and RE School
USPAP: The PV and RE School

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

4. Michele T. DeFilippo – North Haven, CT
Sponsor: Elliot Sheiman, RCG.560
Schools: The New Haven RE School & Career WebSchool,
The Appraisal Institute
USPAP: Naugatuck Valley CC

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

5. Deborah L. Edinger – Durham, CT
Sponsor: Michael Hallahan, RCR.233
Schools: The New Haven RE School & The PV and RE School
USPAP: UCONN

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

6. Gary A. Falkenthal – Danbury, CT
Sponsor: Ralph Bowley, RCG.74 & Tim Moore, RCR.355
Schools: NFCAR & Warren Institute
USPAP: NFCAR

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

7. Joshua M. Glushien – Springfield, MA **(RECIPROCAL MA)**
Sponsor: Joseph B. Sullivan, RCR.1089
Consent for Service Received
License Certification Received

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

8. Kathleen F. Jubrey – Vernon, CT
Sponsor: Howard A. Jubrey, RCR.270
Schools: Manchester CC & Middlesex CC
USPAP: UCONN

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

9. George F. Kennedy – Seymour, CT **(CHECK MISSING)**
Sponsor: Wayne Wright, RCR.578
Schools: The New Haven RE School
USPAP: Appraisal & RE School

Commissioner Nicholas Tetreault made a motion to approve this application subject to the Department receiving the check. The motion was seconded by Commissioner Howard Luppi. The motion carried unanimously.

10. Richard A. Lagassey – Kensington, CT
Sponsor: Arthur Golab, RCR.214
Schools: UCONN
USPAP: UCONN

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

11. Roger F. Lockshier – New Haven, CT
Sponsor: Robert Ranaudo, RCR.425
Schools: The Appraisal Institute
USPAP: The Appraisal Institute

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

12. Susanna H. Moushigian – Glastonbury, CT
Sponsor: Marc Gottesdiener, RCG.246
Schools: UCONN
USPAP: UCONN

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

13. Elizabeth A. Rocha – Naugatuck, CT
Sponsor: Evelyn O. Swoszowski, RCR.963
Schools: Naugatuck Valley CC & The PV and RE School
USPAP: The PV and RE School

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

14. Brian T. Royce – Franklin Square, NY **(NON RECIPROCAL, MD)**
Sponsor: James J. Moran, RCG.432
Consent for Service Received
Certification of License History Received
75 Hours of Education Verified

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

Note: Commissioner Gerald Rasmussen recused himself from this matter.

15. Barbara J. Snow – Brookfield, CT **(MISSING REFERENCES)**
Sponsor: Arlene Kelly-Kranz, RCR.280
Schools: NFCAR
USPAP: NFCAR

Commissioner Francis Buckley, Jr., made a motion to defer this application due to no submission of references. The motion was seconded by Commissioner Russell Hunter. The motion carried unanimously.

16. Peter P. Sakalowsky, Jr. – Madison, CT **(LIMITED APPRAISER SUBMISSION)**
Sponsor: Norman C. Caine, RCG.99
Schools: Worcester State, Clark University, Indiana State
USPAP: The Appraisal Institute

Commissioner Francis Buckley, Jr., made a motion to deny this application and that an updated appraisal course is needed, preferably Appraisal I or Appraisal II. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

17. Marlow H. Tinari III – Woodbridge, CT
Sponsor: Michael J. O'Brien, RCR.737
Schools: University of New Haven, Appraisal I – 36 Hours 1987
Continuous Progress Educational Center (CPEC), P & P of RE – 36 Hours 1985
USPAP: UCONN

Commissioner Russell Hunter made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

18. Joshua L. Winans – Woodbury, CT **(DID NOT ANSWER 6 & 7)**
Sponsor: Brian M. Flood, RCR.192
Schools: Naugatuck Valley CC
USPAP: The PV and RE School

Commissioner Francis Buckley, Jr., made a motion to defer this application subject to a Departmental investigation. The motion was seconded by Commissioner Russell Hunter. The motion carried unanimously.

**APPLICATIONS FOR STATE CERTIFIED RESIDENTIAL/GENERAL APPRAISERS
(Reciprocal/Non-Resident/Out of State License)**

1. Douglas E. Kluender of Bellmore, New York (Non-Resident)
Applied for State Certified Residential Real Estate Appraiser in Connecticut

Commissioner Gerald Rasmussen made a motion to defer this application due to a questionable State of New York seal on his paperwork, and for the Department to contact the State of New York to verify information submitted by Mr. Kluender. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

2. Kitchell Lee of Shelburne Falls, Massachusetts (Non-Resident)
Applied for State Certified General Real Estate Appraiser in Connecticut

Commissioner Gerald Rasmussen made a motion to approve this application. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

3. Thomas W. Montreuil of St. Cloud, Minnesota (Non-Resident)
Applied for State Certified General Real Estate Appraiser in Connecticut

Commissioner Gerald Rasmussen made a motion to approve this application. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

4. Matthew A. Moran of Franklin, Massachusetts (Non-Resident)
Applied for State Certified Residential Real Estate Appraiser in Connecticut

Commissioner Gerald Rasmussen made a motion to approve this application. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

5. Christophe L. Porsella of New York, New York (Non-Resident)
Applied for State Certified General Real Estate Appraiser in Connecticut

Commissioner Gerald Rasmussen made a motion to approve this application. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

APPLICATIONS FOR STATE CERTIFIED RESIDENTIAL APPRAISERS

1. Tammy L. Boles is a State Provisional licensed Real Estate Appraiser that applied for State Certified Residential Real Estate Appraiser status.

Commissioner Nicholas Tetreault made a motion to approve this application subject to having her samples signed. The motion was seconded by Commissioner Gerald Rasmussen. The motion carried unanimously.

2. Kathleen M. Buning is a State Provisional licensed Real Estate Appraiser that applied for State Certified Residential Real Estate Appraiser status.

Commissioner Nicholas Tetreault made a motion to approve this application subject to having her samples signed. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

3. Michael W. Koseski is a State Provisional licensed Real Estate Appraiser that applied for State Certified Residential Real Estate Appraiser status.

Commissioner Gerald Rasmussen made a motion to defer this application. The motion was seconded by Commissioner Howard Luppi. The motion carried unanimously.

4. Lori S. Longhi is a State Provisional licensed Real Estate Appraiser that applied for State Certified Residential Real Estate Appraiser status.

Commissioner Gerald Rasmussen made a motion to approve this application. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

5. Roberta F. Moreland is a State Provisional licensed Real Estate Appraiser that applied for State Certified Residential Real Estate Appraiser status.

Commissioner Nicholas Tetreault made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

6. Buckley M. Ryan is a State Provisional licensed Real Estate Appraiser that applied for State Certified Residential Real Estate Appraiser status.

Commissioner Nicholas Tetreault made a motion to approve this application. The motion was seconded by Commissioner Francis Buckley, Jr. The motion carried unanimously.

7. Warren H. Sorrentino is a State Provisional licensed Real Estate Appraiser that applied for State Certified Residential Real Estate Appraiser status.

Commissioner Howard Luppi made a motion to defer this application. The motion was seconded by Commissioner Nicholas Tetreault. The motion carried unanimously.

APPLICATIONS FOR STATE CERTIFIED GENERAL APPRAISERS

None

CONNECTICUT REAL ESTATE APPRAISER TEST DATES

PSI Summary Reports from April 1, 2004 to April 30, 2004.

The Commission reviewed the Real Estate Appraisal examination results for the month of April. No questions or comments were noted.

CE AUDIT REPORT

1. CE Audit update by Examiner Edward McMahon.

Edward McMahon reported he is auditing at 100%, and the results of the audit look good and the numbers are down from the previous audit report he provided.

SCHOOLS

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

The following school and/or course applications were reviewed and either approved, deferred or denied based on the Commission's recommendations.

Commissioner Nicholas Tetreault made a motion to approve the following courses with the exception of a University of Connecticut course entitled, "Real Estate Ethics", which was denied due to the course content not being appraisal related. The motion was seconded by Commissioner Gerald Rasmussen. The motion carried unanimously.

AMERICAN SOCIETY OF APPRAISERS, INC.

(Continuing Education)

| | | |
|-------------------------|-----------------|----------|
| "SE100: National USPAP" | Approved | 15 Hours |
| "SE101: USPAP Update" | Approved | 7 Hours |

APPRAISAL INSTITUTE

(Continuing Education)

| | | |
|---|-----------------|----------|
| "610: Alternative Uses & Cost Valuation of Small, Mixed-Use Properties" | Approved | 16 Hours |
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EASTERN CONNECTICUT ASSOCIATION OF REALTORS

(Pre-licensing Education)

| | | |
|---------------|-----------------|----------|
| "Appraisal I" | Approved | 30 Hours |
|---------------|-----------------|----------|

MCKISSOCK, INC.

(Continuing Education)

| | | |
|------------------------------------|-----------------|---------|
| "Residential Construction" | Approved | 7 Hours |
| "Does My Report Comply with USPAP" | Approved | 7 Hours |

UNIVERSITY OF CONNECTICUT

Commissioner Francis Buckley, Jr., made a motion to add these courses to the agenda. The motion was seconded by Commissioner Russell Hunter. The motion carried unanimously.

(Continuing Education)

| | | |
|--|-----------------|---------|
| "Roads & Rows (Non-Possessory Rights)" | Approved | 3 Hours |
| "Real Estate Ethics" | Denied | 3 Hours |

MISCELLANEOUS

None

APPRAISAL SUBCOMMITTEE (ASC) REPRESENTATIVES

Ms Jenny Tidwell and Ms Vicki Ledbetter gave a presentation to the Connecticut Real Estate Appraisal Commission regarding their preliminary findings during the audit of the appraisal processes in the State of Connecticut. Their initial report was extremely favorable and they informed the Commission that their final report will be published in 2-3 months and will be posted on their website.

Ms Tidwell said that one of the major areas of improvements was enforcement, especially the use of informal compliance hearings, investigative checklists and a good log containing detailed notes.

Ms Tidwell said additional areas to commend are the continuing education compliance audit; which the Department is doing at 100%, the timeframe in which investigations are completed; the 3 Provisional to 1 Certified proposed legislation and education.

The one area of concern to the ASC representatives was the language in our Regulations. In practice, we are fine and are in total compliance, but our published material should reflect the following:

- a) Specifying in the Regulations the term "National USPAP" course: Although this term is specified in the section under continuing education that the 7 hour "National USPAP" course is the national course, it was not specified under qualifying education that the 15 hour must be the "National USPAP" course.
- b) Validity of Examination: Although it was identified that we do this properly in practice, our published material does not reflect that once a person sits for and passes an examination, it is only valid for 24 months, not 4 years as it reads in the current Regulations.

- c) Federally Related Transactions (FRT): The Regulations do specifically say that the Limited Appraisers cannot appraise Federally Related Transactions, but it is not expanded to say what other areas they cannot appraise. Because this license category will be eliminated in 2006, the ASC representatives did not feel this will be a future issue.

Outside of the minor changes noted above, Ms Tidwell said all of the areas audited look very good.

Ms Tidwell reminded the Commission of the upcoming changes regarding the increase in education to 300 hours for certified residential and general appraisers. The date this becomes effective is January 1, 2008.

The Commission had some specific concerns regarding on-line education, specifically on-line National USPAP, and asked what are the other states doing and does ASC have a position on this?

Ms Tidwell responded that as far as Washington, they have approved on-line education as long as it fits the required criteria, but they have not really said anything pro or con about it. However, she believed that a lot of states are coming around to the fact of adopting it because it is good for the licensee and it is becoming the wave of the future. Ms Ledbetter commented that though an on-line course may be AQB certified, it does not necessarily mean that this Commission has to approve the course. Ms Ledbetter further shared with the Commission the guidelines for which on-line courses are approved:

Interpretations:

1. *For qualifying education, distance education is defined as any educational process based on the geographical separation of learner and instructor (e.g., CD ROM, on-line learning, correspondence courses, video conferencing, etc.). For qualifying education, distance education must provide interaction between the learner and instructor and include testing. (adopted, June, 1997)*
2. *Distance education courses may be acceptable to meet the classroom hour requirement, or its equivalent, provided that the course is approved by the state certification/licensing authority, the learner successfully completes a written examination proctored by an official approved by the presenting entity, college or university, the course meets the requirements for qualifying education established by the Appraiser Qualifications Board, the course is equivalent to the minimum of 15 classroom hours, and meets one of the following conditions; (adopted, June, 1991)*
 - a) *The course is presented by an accredited (Commission on Colleges or a regional accreditation association) college or university that offers distance education programs in other disciplines; or (adopted, June, 1991)*
 - b) *[This item was crossed out]*
 - c) *The course has received approval of the International Distance Education Certification Center (IDECC) for the **course design and delivery mechanism** and either a) the approval of the Appraiser qualifications Board through the AQB Course Approval Program, or b) the approval of the licensing or certifying jurisdiction where the course is being offered, for the **content of the course.** (adopted, June 1997, revised October , 2001, effective November 1, 2001)*

The Commission thanked Ms Ledbetter and Ms Tidwell for taking the time to answer their questions, and expressed their happiness with the results of the preliminary report presented to them today.

ADJOURNMENT

There being no further business, a motion was made by Commissioner Gerald Rasmussen to adjourn today's proceedings. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

The meeting adjourned at 11:10 a.m.

Respectfully submitted,

Judith R. Booth, Commission Secretary