



MEETING AGENDA

Education Committee

TALCB Headquarters Office
4th Floor, Stephen F. Austin State Office Building
1700 North Congress, Austin, Texas 78701

Via Teleconference

Thursday, May 7, 2015, 11:00 a.m.

1. Call to order
2. Discussion and possible action regarding providers of appraiser sponsor / trainee course required under TALCB Rule 153.21
3. Discussion and possible action regarding education and experience required for obtaining professional appraiser designations
4. Discussion and possible action regarding resources needed for approval of education courses
5. Discussion and possible action regarding development of voluntary appraiser trainee review program
6. Review of action items
7. Discussion regarding agenda items for future meetings
8. Discussion regarding future meeting dates
9. Adjourn



APPRAISER TRAINEE/SPONSOR COURSE APPROVAL
MINIMUM REQUIRED COURSE TIME - 4 HOURS

Provider Name

Title of Course

Name of Text or Workbook and Author

Part 1 - AQB Requirements

Qualifications and Credentialing Entities

The Creation and Role of The Appraisal Foundation

Role of AQB in Establishing Criteria for Real Property Appraisers

Role of Professional Appraiser Organizations

Required Regulatory State Appraiser "Credentials" vs "Voluntary" Appraiser Organization Designations

Qualifications for Appraiser Credentials

AQB Minimum Qualifications for the Trainee Appraiser

AQB Minimum Qualifications for the Licensed Residential Appraiser

AQB Minimum Qualifications for the Certified Residential Appraiser

AQB Minimum Qualifications for the Certified General Appraiser

Summary Matrix Outlining Minimum Education, Experience and Exam for Each Credential

AQB Minimum Qualifications for Sponsor Appraisers

Individual Jurisdictional Qualifications

Explanation of AQB Minimum Qualifications, with the State or Jurisdictional Ability to Require Qualifications that Exceed the AQB Minimum

Overview of USPAP

Sections of USPAP Relevant to Trainee Appraisers Including Ethics Rule, Competency Rule, Scope of Work Rule, Record Keeping Rule, Standard 1 and Standard 2

Location

FOR TALCB USE ONLY

Included Not Included

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Requirements, Expectations and Responsibilities of the Sponsor Appraiser

	Location	Included	Not Included
Sponsor Appraiser is to Provide the Trainee Appraiser with a Basic Understanding of USPAP Requirements	_____	<input type="checkbox"/>	<input type="checkbox"/>
Sponsor Appraiser is to Understand the AQB Minimum Requirements of Both the Sponsor Appraiser and the Appraiser Trainee as well as the Requirements of the Credentialing Jurisdiction that may Exceed Those of the Criteria	_____	<input type="checkbox"/>	<input type="checkbox"/>
Sponsor Appraiser is to Provide Proper Guidance to the Trainee Appraiser When He or She Selects a Specific Credentialing Path	_____	<input type="checkbox"/>	<input type="checkbox"/>
Sponsor Appraiser is to Monitor the Trainee Appraiser's Progress in Satisfying Both the Education and Experience Requirements Necessary to Achieve His or Her Selected Credentialing Path	_____	<input type="checkbox"/>	<input type="checkbox"/>
Sponsor Appraiser is to Verify that the Sponsor Appraiser and Trainee Appraiser are Properly Documenting All Appropriate Experience Logs	_____	<input type="checkbox"/>	<input type="checkbox"/>
Sponsor Appraiser is to Accompany the Trainee Appraiser on All Inspections Until the Trainee Appraiser is Competent to Conduct Inspections Independently, and Has Met All Specific Requirements Pertaining to Property Inspection Established by the Credentialing Jurisdiction	_____	<input type="checkbox"/>	<input type="checkbox"/>
Sponsor Appraiser is to Monitor and Provide Assignments and Duties to Ensure that the Trainee Appraiser is Developing an Understanding and Progression of Knowledge and Experience of All Applicable Valuation Methodologies and Approaches to Value	_____	<input type="checkbox"/>	<input type="checkbox"/>
Sponsor Appraiser is to Verify that the Trainee Appraiser is Properly Identified and Acknowledged in the Appraisal Report and in Compliance with USPAP	_____	<input type="checkbox"/>	<input type="checkbox"/>
Sponsor Appraiser is to Immediately Notify the Trainee Appraiser if the Sponsor Appraiser is No Longer Qualified to Supervise and/or Sign the Trainee Appraiser's	_____	<input type="checkbox"/>	<input type="checkbox"/>
Trainee Appraiser Expectations and Responsibilities			
Trainee Appraiser is to Have a Basic Understanding of the AQB Minimum Requirements to Become a Trainee Appraiser as well as the Requirements of the Credentialing Jurisdiction that may Exceed Those of the Criteria	_____	<input type="checkbox"/>	<input type="checkbox"/>
Trainee Appraiser is to Have an Understanding that the Sponsor Appraiser - Appraiser Trainee Relationship is a Long-Term Commitment by Both Parties	_____	<input type="checkbox"/>	<input type="checkbox"/>
Trainee Appraiser is Inherently Connected to the "Good Standing" of the Sponsor Appraiser	_____	<input type="checkbox"/>	<input type="checkbox"/>
The Selection of a Sponsor Appraiser Should Reflect the Experience and Competency that Best Reflects the Trainee Appraiser's Credentialing Path	_____	<input type="checkbox"/>	<input type="checkbox"/>
Options for the Trainee Appraiser if a Sponsor Appraiser is No Longer Qualified to Serve as a Sponsor Appraiser	_____	<input type="checkbox"/>	<input type="checkbox"/>
Trainee Appraiser is to Have an Understanding of How to Determine if an Appraiser is Qualified and in Good Standing to be a Sponsor Appraiser by Searching the ASC National Registry and/or Jurisdictional Websites	_____	<input type="checkbox"/>	<input type="checkbox"/>
Trainee Appraiser is to Understand that it is the Sponsor Appraiser's Responsibility to Monitor the Progression of the Trainee Appraiser's Education and Experience Necessary to Achieve the Trainee Appraiser's Selected Credentialing Path	_____	<input type="checkbox"/>	<input type="checkbox"/>

Trainee Appraiser is to Understand that it is the Sponsor Appraiser's Responsibility to Provide Assignments and Duties that Ensure that the Trainee Appraiser is Developing an Understanding and Progression of Knowledge and Experience of All Applicable Valuation Methodologies and Approaches to Value

Location _____

Included Not Included

Trainee Appraiser is to Understand the Responsibility of Both the Trainee Appraiser and the Sponsor Appraiser in Properly Documenting All Appropriate Trainee Appraiser Experience Logs

Trainee Appraiser is to Understand that the Sponsor Appraiser Must Accompany the Trainee Appraiser on All Inspections Until He or She is Competent to Conduct Inspections Independently and has Met All Requirements Pertaining to Property Inspection Established by the Credentialing Jurisdiction

Part 2 - Texas Component

Regulatory Structure of Texas Appraiser Licensing and Certification Board

Review of TALCB Organizational Chart

Role of the Board and Introduction to Board Members

Role of the TALCB in Issuing Appraiser Credentials and Disciplining Appraisers

Qualifications to Become Licensed or Certified by TALCB

TALCB Credentialing Requirements Do Not Exceed those Set Forth by the AQB

Texas Application and Approval Process

Overview of Texas Statute and Rules

Chapter 1103 of the Texas Occupations Code

Overview of Sections 153, 155 and 157 of the Rules of the Texas Appraiser Licensing and Certification Board

Board Rules that Exceed USPAP Requirements (Identify Sections Where Board Rules Differ from USPAP)

Review Rule §153.24 Complaint Processing

Expectations and Responsibilities of the Sponsor Appraiser and Trainee Appraiser

§153.21, Rule Relating to Trainee Appraisers and Sponsors; §153.15, Rule Relating to Experience Requirement, Experience Log and Affidavit

§153.17(c), Rule Relating to Trainee Appraiser Renewal

§153.20(a)(26), Rule Relating to the Obligation of the Sponsor Appraiser to Approve, Sign and Deliver the Appraisal Experience Log and Affidavit to the Trainee Appraiser

Scope of Practice for the Sponsor Appraiser and the Trainee Appraiser

Practicum on Filling Out Experience Logs

Other Relevant Topics

Upcoming, Proposed or Recent Legislative Changes

Location

Included Not Included

Upcoming, Proposed or Recent Rule Changes

Recent or Recurring Enforcement Issues

FAQ's

What Qualifies as Experience?

What Needs to be in the Work File?

When Should a Sponsor Appraiser Sign the Trainee Appraiser Experience Log?

How Important is an Audit Deadline?

What is the Affidavit?

What is an Investigator for TALCB?

What is an AMC?

Part 3 - Required Elements

Attached

Table of Contents

Course Introduction & Overview

Course Materials

Quiz (10-15 Questions)

Glossary of Definitions

Appraiser Designation Comparison Chart

	DESCRIPTION	LICENSURE	COURSEWORK	EXPERIENCE	COLLEGE DEGREE	EXAM	DEMONSTRATION	STANDARDS & ETHICS	CHARACTER
MAI	<i>experienced general appraiser</i>	General state certification	Attend and/or pass exams for 5 courses	4,500 hrs of specialized experience	Bachelor's Degree	YES	Multiple options: thesis/report review/research project/etc.	Completion of USPAP and AI Business Practices & Ethics course	–
SRA	<i>experienced residential appraiser</i>	General or residential state certification	Attend and/or pass exams for 3 courses	3,000 hrs of residential appraisal experience	Bachelor's Degree	YES	Multiple options: thesis/report review/research project/etc.	Completion of USPAP and AI Business Practices & Ethics course	–
AI-GRS	<i>professional general reviewer</i>	General state certification	Attend and pass exams for 2 courses	4,500 hrs of specialized experience of which 1,000 hrs meets Standard 3	Bachelor's Degree or satisfy degree alternative	YES	–	Completion of USPAP and AI Business Practices & Ethics course	–
AI-RRS	<i>professional residential reviewer</i>	General or residential state certification	Attend and pass exams for 5 courses	3,000 hrs of residential appraisal experience of which 1,000 hrs meets Standard 3	Bachelor's Degree or satisfy degree alternative	YES	–	Completion of USPAP and AI Business Practices & Ethics course	–
IFA	<i>residential appraiser specialist</i>	–	Must meet current AQB education requirements for residential state certification	3,000 hrs of residential appraisal experience obtained over 3 years	Associate's Degree or higher	YES	Experience logs for the prior 6 months along with a sample report	Completion of USPAP and NAIFA Code of Ethics agreement	2 letters of recommendation
IFAA	<i>agricultural appraiser specialist</i>	–	Must meet current AQB education requirements for general state certification	6,000 hrs of general appraisal experience in the past 4 years; 3,000 hrs must be in agricultural properties	Bachelor's Degree or higher	YES	Experience logs for the prior 1 year along with a sample report	Completion of USPAP and NAIFA Code of Ethics agreement	2 letters of recommendation
IFAS	<i>senior appraiser specialist for non-residential & income properties</i>	–	Must meet current AQB education requirements for general state certification	6,000 hrs of general appraisal experience in the past 4 years; 3,000 hrs must be in non-res income producing properties	Bachelor's Degree or higher	YES	Experience logs for the prior 1 year along with a sample report	Completion of USPAP and NAIFA Code of Ethics agreement	2 letters of recommendation
ARA	<i>accredited rural appraiser</i>	General state certification (5 years)	Attend and pass exams for 4 courses	4,800 hrs of appraisal experience in the past 3 years; 1,800 hrs must be in rural appraisal	–	YES	Experience logs for the prior 3 years; 6 reports will be selected for review	Completion of ASFMRA Best in Business Ethics course	–
RPRA	<i>real property review appraiser</i>	General state certification (5 years)	Attend and pass exams for 5 courses	25 narrative reviews or 100 form reviews in the past 3 years	–	YES	Experience logs for the prior 3 years; 6 reports will be selected for review	Completion of ASFMRA Best in Business Ethics course	–