



INSTITUTE OF DESTINATION ARCHITECTS AND DESIGNERS CONSTITUTION AND BY-LAWS

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INSTITUTE OF DESTINATION ARCHITECTS AND DESIGNERS CONSTITUTION AND BY-LAWS

The constitution and by-laws of the international professional body, i.e. Institute of Destination Architects and Designers (IDAD), a Virginia (Pending) non-profit, non-stock corporation.

ARTICLE I - NAME, DEFINITION, OBJECTIVES AND FUNCTIONS

Name: The name of the corporation is the "Institute of Destination Architects and Designers". The corporation may be referred to as "IDAD" or as the "Institute".

Definition of Destination Architects and Designers:

Destination architects are individuals who, by virtue of training, in accordance with the Institute's policies, design, research and develop hospitality, travel, tourism, theme and resort complexes and other vacationsapes.

Coastal architects are destination architects who focus on near-water developments. Destination designers are distinguished from architects by their training being explicitly defined by the Institute in their given specialties. IDAD architects and designers are responsible for the planning and development of all aspects of land/water interfaces that relate to resort, sport and destination development, including marine, riparian and freshwater bodies. This polyspecialized field is concerned with human/water interactions, resort, travel, tourism and hospitality issues at inland, landfall, near-shore and offshore sites. Such architects use recreational, theatrical and entertainment design knowledge together with legal, scientific and engineering requirements to assess prudent planning and design decisions. IDAD architects may be involved in hospitality projects, resorts, theme parks and exotic destinations. In addition, they may design for travel and tourism projects, or be involved in watercourse, shoreline and basin protection and coastal engineering. They may apply their skills to the research of new attractions and systems such as floating structures, ports-o'-call, onboard resorts and meltwater attractions.

IDAD architects are committed to resource environments and ecological protection while promoting design and the human element for the development of economies. IDAD architects combine sociological and management skills with scientific disciplines for the benefit, safety and welfare of society.

Objectives: The Institute shall function as a non-profit charitable corporation whose purposes are to promote and encourage the profession of destination design and coastal architecture, research in the field, development of destination design and management concepts, dialog with related professions and contributions to the protection of human and natural resources.

Approximately fifty percent of the population of the United States resides within fifty miles of a coast. Nearly two-thirds of the world's population lives along coastlines, and there is a trend toward increasing migration to the coast worldwide. The remainder of the world's population is more than likely within easy reach of a water feature large enough to provide resort and recreation opportunities. Although there is substantial resort development in arid and high-altitude regions, water and the resorts situated in and around water remain the prime attractants for recreation, travel and tourism. Much of the world's resort, hospitality and travel destinations, which intrinsically involve water in their development, must therefore make resort/ hydroscape design a common and recurring set of issues to be resolved.

Hence, IDAD is a human-equation-based organization with initiatives to document and report on data that reflect the status of the design discipline in improving the quality of life and economic viability of communities dependent on tourism. IDAD is concerned not only with internal priorities, but with the development of outreach dialog among key players in the coastal, resort, destination, travel and tourism industries. IDAD is dedicated to optimizing waterscape and environmental sustainability while bolstering economic value of travel and tourism destinations. Diversity is a cornerstone of the architect's profession; therefore, IDAD remains generalist-focused in order to bring the most comprehensive set of tools possible to problems facing destinations and hydroscares. IDAD is concerned with polyspecialized issues which are diverse, and include an encompassing knowledge-base which brings clarity to important issues in design,

planning and management. The Institute endeavors to meet needs among academic, public and private sector stakeholders, as well as scholarship and managerial support for the destination design field, not excluding the natural/ physical, engineering, behavioral, social, medical and environmental sciences. The general objectives of the Institute are:

Provide an organization through which non-profit, academic, research and practicing architects and designers, committed to or interested in destinations and coastal architecture to delineate and disseminate the principles and priorities of the field in order to advance the discipline

To assume leadership in the field and establish principles, process, materials and priority to develop standards, establish guidelines, products, programs, services and/or objectives/scientific appraisals or impact studies

To stimulate original, authoritative research across academic disciplines in confronting issues, problems and developments as they arise in the industry

To encourage cooperation in developing better liaisons between design professionals and industry/ social entrepreneurs with researchers, preservationists and sound environmental ecology authorities

To perform such activities that are necessary to assist in positive social change in various segments of society by the exchange of information with sociology, psychology, health care, environmental, housing, economics, management, communications, political science, hospitality, education, public administration and other community concerns being paramount

To undertake all and any activities as may be enhancing or compatible with the objectives of the Institute.

ARTICLE II - OFFICES

The principle office of the Institute shall be located at the offices of the Directors of the Institute.

ARTICLE III - MEMBERS

General: Membership in the Institute shall be open to all interested in destination design and coastal architecture, and who meet the stipulation of the Institute, its founders and the member category to which they have applied.

Designation of classes of members: There shall be classes of members of the Institute, which are designated as follows:

Full Official Membership - all benefits, including Professional Member's section access on web.

Official Membership - magazine & newsletter subscription, submission privilege to journal, serve on committees.

Unofficial Membership - recognized by Institute, may subscribe to newsletter & magazine.

Active - all Full Official, Official & Unofficial Members are considered active.

Inactive - honorable Fraternity - membership other than professional

Professional - membership in categories: Practicing, Fellow, Associate, Affiliate and Academic.

UNOFFICIAL MEMBERSHIP - Unofficial Participant Membership is provided to all upon request, with minimum requirements and verification of qualification. Such members share a philosophical connection with the Institute's goals and objectives, are recognized by the Institute, but are not given Full Official Member benefits, and no fees are assessed. An online form is provided for this level of involvement.

For a limited time, the designation of Charter Member will apply to new participants. There are two categories of Unofficial Members: Participant Membership is given automatically after completing the online application; Diplomat Membership is awarded to a Participant Member after he/she has nominated an applicant who successfully meets all the membership requirements for a Full Official Membership category. Any member who can nominate twenty-five (25) successful applicants for Full Official Membership will fulfill the requirements for Founders Grant Membership.

OFFICIAL MEMBERSHIP - Official members must make formal application, provide all documentation and verification required, meet all stipulations of the founders and those provided in the by-laws, and submit all fees required for their membership status.

FULL OFFICIAL MEMBERSHIP AND EXCEPTIONS - Full Official Membership benefits are awarded in these categories: Founders Grant, Fellow, Gold Medal Award, Practicing Member, Associate Member, Affiliate Member and Academic Member. For a limited time, the following designation will apply to all membership categories: Charter Member.

Corporate Membership will receive Official Membership status, newsletter, journal submission privileges and subscription to Destination Architect, but will not be awarded Full Membership.

Founders Grant Membership - A fraternity membership awarded to persons or organizations who have contributed to the Institute through excellence in service and funding. The grant waives all application and annual membership fees for a period of five years, at which time the recipient may qualify for other membership categories.

Fellow Membership & Honorable Fellow - A professional membership to individuals who have contributed to the profession of destination design and/or coastal/hydroscape architecture through excellence in service.

This group constitutes the IDAD College of Fellows. Fellow is an active membership and stipulates assuming responsibilities within the Institute as prescribed at the time the award is made and is a promotion from the categories of Practicing Member, Associate Member, or Affiliate Member with fee reduced to \$50/yr. Honorable Fellow is an inactive membership and is awarded in recognition of deeds in support of the profession (no fee). Honorable Fellows may opt to pay subscription fees and receive the Institute newsletter and magazine.

Gold Medal Award & Membership - The highest award given at the discretion of the Institute to outstanding practitioners in fields of design and architecture or other related disciplines in the jurisdiction of the Institute (\$50/yr required to maintain active membership; no fee for inactive member status).

Practicing Member Registration & Membership - A registry of member practitioners who have met certification or qualification requirements prescribed by the Institute (subject to prevailing laws) to practice in the fields of destinations architecture and design or coastal/hydroscape architecture (\$225/yr).

Associate Member - A professional membership for those with degrees in land, building, interior or naval architecture, industrial design or planning who do not meet all the requirements of Practicing Members, but who have specialized in IDAD areas, with acceptable experience or theatrical arts/art degrees, graduate courses pertinent to coastal science/engineering ecology, travel, recreation and tourism or theme park design (\$150/yr).

Affiliate Member - A professional membership for those with degrees in coastal/marine science, recreation, hospitality, travel and tourism management who do not meet all the requirements of practicing members (\$90/yr).

Academic and Student Member - A professional membership for those with degrees in any of the above professions who are researchers or faculty (\$90/yr), students or recent graduates (\$35/yr).

Public Membership - A fraternity membership for those outside the IDAD disciplines mentioned in the preceding categories who have expressed an interest in the goals and objectives of IDAD (\$55/yr).

Corporate Membership - A fraternity membership for executives in private industry or government institutions whose work is related to destinations design, coastal/hydroscape architecture, hospitality, travel, tourism, recreation, or themed entertainment industries who are interested in the goals and objectives of IDAD (individual - \$90/yr; commercial - \$1,000/yr).

Candidate - This term applies to any membership, IDDP, registration or other applicant who has partially fulfilled the requirements of their designated category or program. This status will revert to "inactive" at such a time deemed appropriate by IDAD administration, when the application requirements have gone unmet.

Voting Rights: All members shall vote as one voting class or voting group referred to in these by-laws as the general membership.

Dues: The dues, fees, if any, for members shall be established by the directors. Only those who have paid the applicable fees or dues, if required, for the current year, will be members of the Institute.

Annual Meeting: The annual meeting of the members shall be held each year at the annual conference of the Institute. The time and place of the annual conference will be determined by the executive committee, or the directors, by default.

ARTICLE IV - BOARD OF DIRECTORS

General Powers: The Directors shall have the power to amend the Institute's by-laws. Amendments can be ratified by a two-thirds majority vote with at least twenty-five percent of the Directors voting. Voting can be conducted at the annual meeting or by other means, such as mail, telephone, etc.

Board Powers: Manage all its affairs in pursuit of achieving its goals in any manner not in conflict with the laws of the state of Virginia and the Supreme Laws of the United States and consistent with the founding Directorship oversight and intent. Do any and all things necessary, convenient, useful or incidental to its purposes. Manage and discharge the V.P./officers, registrants, and personnel as necessary to properly conduct the business of IDAD.

Founding Directors: The term of the executive office is established by the same, and such may appoint, replace, manage, require, receive, take, bequest, acquire, own, hold, improve, use, make contracts, borrow, invest or otherwise deal in and with real or personal property, or any interest therein, wherever situated. Sell, convey, mortgage, pledge, exchange, transfer, and otherwise dispose of all or any part of IDAD property and assets. Employ and discharge, add or delete committees, establish additional offices and titles at any time desired or required. May assume any function incidental to the continuation of the Institute and its goals.

Qualifications, Number and Tenure: The numbers of Directors may be increased or decreased from time to time. The Directors shall be elected or appointed for two-year terms. Directors shall be nominated by the nominating committee and shall be elected by the majority vote of the general membership subject to acceptance by the Founding Directors.

Regular Meetings: The Board of Directors shall meet annually at the annual meeting of the members during the annual conference. The purpose of the regular annual meeting shall be to conduct such business as indicated on the agenda prepared by either the Directors or the president/provost.

Special Meetings: Special meetings of the Directors may be called by the Founding Directors or the president. The Founding Directors may fix the time or place for holding any special meeting of the Directors called by the president. Notice of special meeting shall be provided to all Directors at least seven days in advance of the meeting, stating the purpose of the meeting.

Rules of Meetings: A quorum for any meeting shall be two-thirds of the body present. Meeting times and places will be at the pleasure of the bodies and meeting members may appoint a proxy to attend meetings in special cases. All meetings will have a scheduled agenda. Any Board, panel, Committee, or group member of an IDAD body may schedule items on the meeting agenda. Board of Directors meetings will be open to all members when scheduled (30 days) in advance; non-members may attend any IDAD meeting at the invitation of the convening body. The Founding Directors or any proxies appointed by him/her have (2) votes per Director at every meeting attended. Automatic termination of body individuals shall take effect immediately upon a third consecutive failure to attend a full session of any regularly scheduled Board, panel, Committee or group meeting. Petitions for reinstatement of any terminated member may be taken under consideration at the next scheduled meeting. All IDAD meetings shall follow Roberts Rules of Order - latest edition, or IDAD meeting rules outline.

ARTICLE V - OFFICERS

Executive Committee: The executive committee shall consist of past presidents attending, current president, president-elect, the Investigative and Expeditionary Directors, who serve as the co-chairs of the Board of Directors. The vice-president for membership/regent, the vice-president for publications/documents, the vice-president for programs/registration, the vice-president for research/development, the vice-president for professional/academic affairs, the vice-president for external/public relationships, the vice-president for finance/treasurer, the Institute Manager Secretary and the chairs of all committees. The executive committee shall act as the governing body and may exercise authority for all matters delegated by the Founding Directors, except those specifically assigned to the Board of Directors under the Institute's by-laws and those under the laws for the State of Virginia requiring the action of the Board of Directors. The executive committee shall maintain minutes of meetings, including all decisions reached to inform and secure approval from the Board of Directors.

Nominating Committee: The vice-president for external/public relations, the vice-president of academic/professional affairs, and nominated Directors or members by the Founders shall serve and compose the committee. Those directly nominated and ratified by a two-thirds majority vote of the executive committee with at least fifty percent of the Directors voting. The nominating committee makes nominations to the following positions/awards:

President

Board of Directors

Vice-President for Membership/Regent

Vice-President for Publications/Documents

Vice-President for Programs/Registration

Vice-President for Research/Development

Vice-President for Finance/Treasurer

The nominating committee shall follow the criteria provided by the Directors in making their nominations.

Professional Committees: The executive committee may establish Professional Committees which exist to promote the goals of IDAD as semi-independent bodies. They shall cooperate with the Board of Directors and IDAD administrators. The purpose of the committees can be accomplished in the following ways:

- (a) Provide a forum in which IDAD members may express concerns in the fields and develop programs.**
- (b) Support the membership and provide mutual support and encouragement to fellow professionals in the field.**
- (c) Serve as an advisory group to IDAD, and contribute expertise to committee projects.**
- (d) Suggest, but not attempt to make or dictate, policy.**
- (e) Confirm, not reject, stated IDAD policy.**
- (f) In no case become involved in partisan or elective politics at any level. It shall further limit any pronouncements on public affairs while the right for the individual member of committees to participate in public life is encouraged.**

Other Committees: The executive committee may establish such other standing committees as it shall deem advisable. The president shall appoint Directors or members to serve on such standing committees to consist of no less than two, with at least one being a Director.

Place of Meetings: The executive committee may hold its meetings at the annual conference of the Institute. The Founding Directors will make the final determination of the meeting place and time.

Officers: The officers of the Institute shall be the President and the Vice-Presidents. At the expiration of the term of any officer, the Founding Directors shall fill the office automatically until duly-nominated, elected or appointed officer is in place. The President position/award is a two-year term elected by the general membership by majority vote. The President is nominated by the nominating committee and presides at all meetings of the Institute and is interim chair of the

executive committee in the absence of the Founding Directors. The President appoints all necessary ad-hoc committees and selects chairpersons and seeks volunteers for committee membership. The Vice-President for Membership/Regent position/award is a two-year term elected by the general membership by majority vote. The position is responsible for the attainment of membership and IDDP goals, and adherence to standards of membership. May form ad-hoc committees to help with membership tasks. Furthermore, this position is responsible for, along with the provost, insuring the designation standards in the IDDP program. The Vice-President for Publications/Documents position/award is a two-year term elected by the general membership by majority vote. The position is responsible for the attainment of publication and conference, events, banquets, coffee breaks and award goals, and adherence to documentation standards. May form ad-hoc committees to help with publication tasks. Furthermore, this position is responsible for maintenance of journals, newsletters and bibliographic and biographic materials. The Vice-President for Programs/Registration position/award is a two-year term elected by the general membership by majority vote. The position is responsible for the attainment of program goals and adherence to program standards in other tasks involving registration of professional members through the Institute's certification program. This position works closely with the Vice-President for Publications/Documentation and the Vice-President for Membership/Regent, and may revert to an appointed position at the discretion of the Founding Directors. The Vice-President for Research/Development position/award is a two-year term elected by the general membership by majority vote. The position is responsible for liaisons with firms, government agencies and legislative bodies, foundations and grant-makers, financial and accounting oversight or auditing in support of the Institute's endeavors and projects undertaken. This position may revert to an appointed position at the discretion of the Founding Directors. The Vice-President for Professional/Academic Affairs position/award is a two-year term elected by the general membership by majority vote. The position is responsible for establishing

relationships with professional and academic organizations. Additional responsibilities may include managing and directing design contests, scholarship awards, grants and continuing education or seminar activities for the Institute. The Vice-President for External/Public Relations position/award is a two-year term elected by the general membership by majority vote. The position is responsible for researching and identifying membership candidates for officer positions and recommending these to the executive committee who, in turn, will approve or reject, and pass on to the nominating committee for consideration to be brought before the membership for a vote. Additional responsibilities include the investigation and identification of recipients of Institute Awards and recognitions. The Vice-President for Finance/Treasurer position/award is a two-year term elected by the Board of Directors and approved by the Founding Directorship and is responsible for coordinating all accounts with outside agencies, such as banks, accounting, tax and law firms. The Institute Manager/Secretary works directly with the Founding Directors in the on-going operation and enhancement of the Institute of Destination Architects and Designers.

Removal: Any agent or officer can be removed from position/award at the Institute by two-thirds majority vote of the Board of Directors with concurrence of the Founding Directors' judgment in the best interest of the Institute. But such removal shall be without prejudice to the contract rights, if any, as election or appointment of an officer shall not imply or create contract rights.

Vacancies: A vacancy in any position/award due to disqualification, removal, or resignation may be filled by the Founding Directors as deemed necessary or open for nominations and voting to complete the term, with a newly-elected officer.

Compensation: Officers, as such, shall not receive any compensation for their position/award, but the executive committee may recommend to the Board of Directors that reimbursement of expenses incurred in the performance of their duties be made.

ARTICLE VI - CONTRACTS

Only the Founding Directors, and by extension, the Board of Directors, may authorize or enter into any contract or execute any instrument in the name or on behalf or with the authority of the Institute.

Loans: No indebtedness shall be issued in the name of the Institute and no loans shall be contracted or evidences made available without the direct authorization of the Founding Directors, and such shall be signed by the same.

Bank Drafts and Checks: All checks, drafts or other orders for payment of money, notes, IOUs or receipts and other evidences of indebtedness shall be issued in the name of the Institute, without the direct authorization of the Founding Directors, and such shall be signed by the same.

Deposits: All funds of the Institute shall be deposited from time to time to the credit of the Directors' Office in such banks, trust companies or other depositories as the Founding Directors and Vice-President for Finance/Treasurer deem appropriate.

Acceptance of Gifts: The Board of Directors or any officer or agent of the Institute to whom such authority may be delegated by the Founding Directors, may accept on behalf of the Institute, any contribution, gift or device and request presented to the Institute.

Audits: Accounts of the Institute shall be audited by a reputable Certified Public Accountant, whose report shall be submitted to the Board of Directors.

Bonds: At the direction of the President and approval by the Board of Directors, with concurrence of the Founding Directors, any officer or employee of the Institute shall be bonded, and the expense of such shall be borne by the Institute, if needed.

ARTICLE VII - FISCAL YEAR

The fiscal year of the corporation shall end on December 31st of each year.

ARTICLE VIII - SEAL

The Institute shall maintain a seal in the appropriate form to be kept by the Founding Directors, and if required, may be affixed to any documents which by law or custom, the corporate seal formally is required.

ARTICLE IX - INDEMNIFICATION

The Institution shall indemnify its Directors and Officers in all matters and to the full extent provided by Article IX, Chapter 10, of Title 13.1 of the code of Virginia of 1950, as amended. The Institute shall not be held responsible by its members & registrants in the event of dissolution or Board Action for the formal removal of their credentials.

ARTICLE X - DISCRIMINATION

The Institute shall in no way discriminate against any person because of race, religion, sex, color or national or ethnic origin, in the conduct of any of the Institute's activities (including, but not limited to, the selection or hiring of employees and contractors and the selection of those admitted to the Institute's programs and activities).

ARTICLE XI - RELATIONS WITH OTHER ORGANIZATIONS

To achieve the Institute's objectives, cooperative relationships with other professional societies may be established.

ARTICLE XII - IDDP PROGRAM AND REGISTRATION

IDAD ROLE SUMMARY

The Institute of Destination Architects and Designers exists to serve the needs of Destination, Theme, Resort, Coastal/Hydroscape Architects and Designers and to enhance the human and natural environment through programs and efforts providing leadership including International Registration and Accreditation. The Accreditation program is headed by the Institute and is an extension formed to promote advanced levels of education and professional qualification. The IDAD body Registration program has the responsibility for determining registration policies and codes of practice performed by IDAD for regulating the registrants. IDAD formulates registration rules and methods of evaluation or enforcement.

PURPOSE OF THE INTERNATIONAL REGISTRATION AND ACCREDITATION PROGRAM

National and Global registrations and accreditation afford the holders the comfort of support in their field of specialization. IDAD has long recognized the existence of Destination Design and Coastal/Hydroscape Architecture as an area of study and practice which spans over geographic limits and has established standards of international practice which are based on education and experience. Professional registration provides the following:

- (a) Provide guidance to IDAD registrants in their field;**
- (b) Assist in defining professional preparation for the discipline;**
- (c) Detailed statements on professional issues;**
- (d) Detailed statements on international practice items;**
- (e) Provide appraisal and review of concepts dealing with the field;**
- (e) Certify the completion by registrants of all and any IDAD requirements.**

RELATIONSHIP BETWEEN IDAD AND REGISTRATION/ACCREDITATION

The professional Institute as a whole serves as the supervising and approving arm of all programs. When a prospective registrant/program requests registration/ accreditation information, the IDAD office will send said data to the candidate or otherwise make it available.

PROFESSIONAL ETHICS VOLUNTARY CODE & COMMENTARY

IDAD Registrants are expected and encouraged to support and maintain a professional environment conducive to positive practice skills development. Special care should be taken to avoid exploitation of colleagues, and such professional practice should be free of harassment and/or intimidation based on sex, race, politics, religion or interest in any of the above. The professional should work for the protection of trust which is essential in the international community and especially essential to those subject to one's authority.

Where not disallowed by law it shall be inconsistent with honorable and dignified practice: (a) To compete with another professional by use of unethical practices or attempt to practice in any field in which the member is not proficient; (b) To use or permit the use of IDAD logos/seals where not authorized; (c) To attempt to supplant or maliciously injure the reputation of the Institute or report on the practice of another professional without the knowledge of that professional.

COMMENTARY: The IDAD professional should comply with all environmental laws and regulations; the IDAD professional should work to minimize human-natural environmental damage while contributing to development projects; the IDAD professional should cooperate and aid representatives of government in any effort to assist with the development of sound Coastal/Destination policy; the IDAD professional should consider the environment as a resource which requires management and human intervention for the protection of habitat, ecosystems and support of human populations.

VIOLATION PROCEDURE

Formal accusation of professional ethics violation is a serious matter and only after exhausting informal means should an individual communicate the violation in writing to IDAD. This written communication must include the fullest possible documentation of the violation. IDAD may respond to the accusing individual in writing, also sending a letter to the accused registrant. IDAD fosters an environment that is appreciative of individual differences; the right of free expression and open exchange of ideas and views are essential in professional environments; however, the value of free expression can be undermined by assault or hostile acts which can result in the loss of self-esteem for the victim whether intentional or unintentional. Therefore, resolution of such conflicts should be sought informally with the complainant and the alleged offender, not with the Institute in other than violations of law.

SANCTIONS GUIDELINES

In cases other than a registrant who has been convicted of any criminal or civil offense (excluding general traffic offenses) the following process may apply at the discretion of the Institute. Registration Certificates are the property of the Institute of Destination Architects and Designers and all requirements set forth for education, experience and examination pursuant to the membership and rank are at the will of the Institute. Registrants are subjected to all requirements and privileges which are applicable unless suspended or invalidated by absence of annual fee payment whereby the registration shall be void and returned to the property of the Institute upon demand.

DISCIPLINARY OUTLINE

Disciplinary procedures will be initiated upon receipt and review of a report with a valid complaint. IDAD may investigate all reports only when it determines there is sufficient cause to proceed with disciplinary action. When the Institute has determined sufficient cause to conduct a hearing with the concurrence of the registrant in question. IDAD may at its will at any time, without direct cause or reason deny, suspend, revoke, censure, reprimand or admonish; require participation in reviews, remedial education or training; impose probation and require restitution of fines and fees. The Institute may subpoena IDAD registrants to compel testimony of registrants in the production of documents; and issue complaints. The Institute may and will remove registration from all registrant members who have been convicted of any criminal or civil offense excluding general traffic offenses without a hearing upon receipt of an official report of such member status.

JUDICIAL

The registrant affected may be notified in writing by IDAD of specific charges, the date to hear the charges, the place and time of hearing, and the names of the witnesses who are expected to testify. The letter of notification may inform the registrant of the following in addition to the above:

- (a) That the hearing will be conducted in accordance with IDAD procedures;**
- (b) That a record of the hearing will be made and filed with the IDAD office;**
- (c) That he/she will be permitted to confront and question the complaint and the witnesses testifying against him/her at the hearing;**
- (d) That he/she may bring any witnesses or advisers to the hearing on his/her behalf;**
- (e) That failure to respond in writing and failure to attend the hearing for reasons other than time conflicts as indicated to IDAD before the hearing are grounds for suspended registration.**

APPEALS

The registered professional being disciplined may appeal a decision reached by the Institute after a judicial hearing if the request for an appeal was made in writing to IDAD within a period of 10 days from the date of the original hearing. An appeal made to IDAD must be made based on one of the following:

- (a) Inadequate opportunity to prepare a defense;**
- (b) Inadequate evidence to justify a decision;**
- (c) Sanction was not in keeping with the gravity of wrongdoing;**
- (d) Due process rights were violated;**
- (e) New evidence became available.**

HEARING RECORDS

In order to insure the IDAD system of justice, efforts may be made to consider extraneous and irrelevant factors in that such factors do not impact registrants in such a way as to produce differing sanctions being imposed upon registrants for the same offense. The IDAD office will keep records of all proceedings for 7 years of persons found guilty. After this point only the names of all persons found guilty will be on file in order to determine second and third offenders.

IDAD HEARINGS

IDAD procedures will attempt to give full cognizance to the test of fairness, due process and justice requirements; however, IDAD shall not be held to account for any failures in this regard by the registrant or his advisors/lawyers, as this is a voluntary system of judgment and sanctions. The Hearing may be presided over by a chairperson elected by the Institute; and the format of the hearing may be as follows:

- (a) Oath administered to the registrant;**
- (b) Presentation of charge(s) and a call for response to the charge(s) by the accused or his/her aide;**
- (c) Supporting testimony/information and any witnesses;**
- (d) Questioning and examination by the chairperson and the Institute;**
- (e) Decision is reached by the Institute in closed**

session and the registrant will be provided with written findings and sanction(s) to be applied, if any, at some point in time when the Institute has reached a decision on innocence or guilt.

ACCREDITATION RULES AND PROVISIONS

In order to obtain an IDAD accreditation of a Destination Design Program or a Coastal/Hydroscape Architecture Design program all of the following must be met as a minimum by the applying institution of higher learning:

(a) A strong studio program with instructors who exhibit strengths in Design, not planning or engineering, but intuitive reasoning and creative investigation;

(b) An average student grade point of at least (B) in studio work for the last (5) years of instruction on student reports;

(c) Acceptable distribution of Hospitality, Travel and Tourism Management courses in the greater university coursework or research;

(d) Number of instructor-attended and school-funded seminars, in Destination, Themepark, Resort and Coastal/Hydroscape Architecture;

(e) Nature and programmatic planning of course content;

(f) Travel programs and number or nature of international experiences offered by the institution of higher learning;

(g) Mentor Destination Architects who are members of IDAD in good standing and active in the applying program;

(h) Acceptable Coastal Science and waterscape Design courses within the greater university.

Two-thirds (2/3) of the following must be met by the applying institution:

(a) Research and applications lab design and supplies, meeting minimum expectations of any design program;

(b) Number and nature of application/research courses;

(c) Acceptable national score on standardized tests can be displaced or waived by design portfolios provided by applicants;

(d) The progress of each student in design is reviewed by the program annually in order to determine proficiency;

(e) A time-related definition of normal progress for students in Travel and Tourism Management studies is established;

(f) Standards and procedures for meeting the IDAD model as defined by the IDAD-MODEL PROGRAM.

ACCEPTABLE CONTINUING EDUCATION

Oral presentations by registered professionals:

(a) Conferences, (b) Workshops, (c) Seminars, (d) Institutions, (e) Meetings.

Educator/Instructor in professional programs:

(a) In-house classrooms, (b) Any educational unit, (c) Government classrooms, (d) Civic society classrooms, (e) Trade show classrooms.

Attendance at professional programs: (a) Junior college, (b) University, (c) Exhibitions,

(d) Technical/Design associations, (e) Commercial seminars.

Publication of materials: (a) IDAD News, Journal and Publications; (b) Original research; (c) Book; (d) Video productions (e) Software development.

Design practice: (a) Regional professional work, (b) National and International projects, (c) Non-profit practice, (d) IDAD membership contributions, (e) Management practice.

Employment: (a) Destination Industry work, (b) Governmental Design service, (c) Civic, (d) Project/Environmental Development, (e) Engineering and Design Management.

THE INSTITUTE DEGREE DESIGNATION PROGRAM (IDDP)

Mission

The post-degree diploma program (IDDP) is designed to help prepare students from design disciplines for careers in the management, research and development of hospitality, travel and tourism-based industries and community environments. The designation diploma provides participants who are students in University-accredited professional architecture, design and planning programs with third-party recognition of a major in destination design and coastal architecture. Such major of study award provides the professional school graduate with the academic oversight of the Institute and coordinated learning guidance. In addition, the recipient gains competitive advantage over non-designees in the profession.

Primary Objectives

- 1. Preparation of candidates for professional entry or re-entry into the field of destination design and coastal architecture.**
- 2. Active promotion of a holistic approach to training in the discipline, while maintaining a comprehensive educational experience that meets the individual, university and professional accreditation requirements of the academic degree.**
- 3. Develop and emphasize practice skills in relation to the professional goals and objectives of a destination/coastal designer.**
- 4. Insure the effectiveness of candidate institutional programs of learning and their service to the profession through on-going review, analysis and assessment of degree-awarding institutions.**
- 5. Encourage the development of candidate's professional attitudes, practice values and scholarship in the field.**
- 6. Recommend policies and practices that eliminate creativity barriers and facilitate effective design, research and development in the field.**

Primary Activities

- 1. Candidates will complete a daily log/sketchbook and submit it to the Institute at the end of each academic term.**
- 2. Candidate will meet yearly with an IDAD agent or supervisor for advising and review.**
- 3. Candidate will complete an evaluation of the University degree program of which they are attending, to be submitted to the Institute, at the end of their program of study.**
- 4. Candidate will research and compose a White Paper on a topic of their choice dealing specifically with the field of destination design and coastal architecture to be submitted to the Institute as a prerequisite for approval of professional designation (IDDP).**

Competency Evaluation

The candidate's final status for the Institute designation diploma (IDDP) will, in part, be based on the following:

- 1. IDAD's agent/supervisor evaluation**
- 2. Student logs/sketchbooks**
- 3. Quality and scholarship of White Paper**
- 4. Content and revealing insight of University program evaluation**

The Institute's major recognition in destination design and coastal architecture distinguishes the recipient as a knowledgeable, focused and committed professional in the field. The Institute is the oldest dealing specifically with design in the hospitality, travel and destinations arena. Since its founding, IDAD has expanded to provide comprehensive services to its members and the public.

Candidates complete courses in architecture, design, hospitality, travel and tourism, as well as coastal and environmental science and planning. The designation includes a White Paper requirement premised on research in a topic specific to the field of destination and coastal architecture. Candidates can normally adjust their programs of study at their selected universities to meet the requirements of the major designation (IDDP), so the time necessary to simultaneously graduate and gain the major recognition need not be extended by combining both objectives.

White Paper/Research

The White Paper must have a topic which deals with issues in destination design and coastal architecture. This requirement supersedes any academic requirement of the student's professional program for a thesis or dissertation, and its aim is to assure that destination design and coastal issues are examined by the student as part of their professional training. The student must proceed with the White Paper process in the following manner:

- 1. Provide the Institute with an explanation of their selected topic before completing a proposal, as it is subject to review and approval.**
- 2. Submit a White Paper proposal to the Institute; if it is approved for the major designation program, a letter will be sent to the student's advisor or major professor.**
- 3. Meet any other stipulations unique to the student's circumstance and topic.**
- 4. After the Institute has approved the final draft of the White Paper, verification of the award of degree must be received.**

ARTICLE XIII - AMENDMENTS

These by-laws may be amended at any time by a two-thirds vote of the Board of Directors, with at least twenty-five percent of the members voting. An amendment may be proposed by any director at any time, and approved by the Founding Directors prior to or following formal voting, at their discretion. Such voting may be conducted by mail or other appropriate means, ensuring anonymity.