



architecture & visual studies students union

Event: AVSSU Meeting

Date: August 10, 2021

Time: 11:00am - 12:00pm EST

Location: Zoom

Attendees: Athina Alight, Christy-Anna Chung, Omar Ismail, Zikra Hotee Beekun, Vicdan Okman, Omar Kaltrachian, Haseena Doost, Aastha, Umi Kobayashi, Najwan Farag, Marla Sanchez Aguilar, Alisa Vartazarian

11:07am - Land Acknowledgement

11:10am - Relationship between AVSSU and registrars

- Student sample / student body opinion
- Preferred timing and mechanics (ie: online or in person) of events
- VPs to talk about the events they are planning during the meeting with the registrar later today

11:12am - update from SEA

- Graphic designer is doing a lot of unpaid work (5-7 hours/week)
- Three unions to come up with an honorarium
- Gift card to cafe 059?

11:14am - Honorarium update

- Divided the portion of budget allotted for honorariums into percentages by AVSSU role
- Proposal that VPs and Commissioners both receive 15% and President receives 20%
- No applicants to honorarium committee → two options: send the call out again or have registrar act as the honorarium committee
- Replace resume and cover letter with a simple Google form

11:20am - Update on Architecture Symposium

- In depth discussions on topics related to architecture
- Ask students and/or professors

- Practical workshops? Design charrettes?
- Event favour/swag
- Which schools should be reached out to to host?
- Ryerson and Daniels works on a city building expo, can expand on this event and include more universities
- In-person format would limit the universities that could attend, hybrid format?
- Other AVSSU members can add to the document:
<https://docs.google.com/document/d/10oRD58sN677ayA9g-JyBXRVI-t-zNXnR8g4x47YACTD0/edit>
- Funding: look to Gwartzman's for a sponsorship, sell tickets for the events

11:32am - Events Budget

- Template for events budgets (excel) -
[https://utoronto-my.sharepoint.com/:x:/g/personal/o_ismail_mail_utoronto_ca/EWA231QEUXVBoh\[...\]3A2w9sVR&at=9&CID=ae8a6042-6ee6-0ee7-a89d-1880fdaacf24](https://utoronto-my.sharepoint.com/:x:/g/personal/o_ismail_mail_utoronto_ca/EWA231QEUXVBoh[...]3A2w9sVR&at=9&CID=ae8a6042-6ee6-0ee7-a89d-1880fdaacf24)
- Found past receipts to give VPs an idea
- Guest speakers for orientation \$60/hour
- Master budget on drive

11:38am - 2nd Year Orientation

- Navigating Daniels
- Opportunity to meet people
- Current orientation team does not have the capacity to organize a second year orientation
- Registrar would run tours, AVSSU would handle registration
- Other events are open to the entire student body including second years such as the resources fair, the consent workshop, etc.

11:41am - Budget Resources

- Looking through past budgets - events budget and master budget
- Include columns for type of events and space to link google doc for receipts
- Use sharepoint for AVSSU events and club events
- Use google sheets for master budget

11:45am - Meeting with the Dean

- Smaller circle of AVSSU representatives (Athina, Omar I, and Omar K)
- Town Hall to be held later on with entire AVSSU committee and student body
- Individual meetings between AVSSU members and AVSSU President to share information that will be brought to the meeting with the Dean

11:55am - meeting adjourned



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Event: AVSSU Meeting

Date: August 10, 2021

Time: 12:00am - 1:00pm EST

Location: Zoom

Attendees: Clara James, Lily Jeon, Athina Alight, Christy-Anna Chung, Omar Ismail, Zikra Hotee Beekun, Aastha, Alisa Vartazarian, Marla Sanchez Aguila, Omar Kaltrachian, Haseena Doost, Vicdan Okman

12:02pm - Introductions

- Lily Jeon and Clara James

12:05pm - Studio Technologists and studio team of work study students

- Have a desk in the studio for students to come to
- Physical studio space and studio culture
- Help point students towards resources and support
- Exposure to student groups and unions
- Workshops series - design charrettes that encourage healthier student habits

12:09pm - What the studio team is working on and how AVSSU fits in

- **Workshops:** centered around time management, including design charrette, academic success lecture/resources, AALD tutorial
- Workshop is a good representation/metaphor for what the studio team does
- **Daniels Studio Ecosystem (WIP):** clear resource (miro board) that directs you to other resources organized in three groups - set up, academics and engagement
- Does AVSSU have any suggestions for things to add?
- **Daniels Student Groups/Clubs Hub:** more for exec members of student groups to understand what others are doing (in terms of what they provide students and their events) and avoid overlap
- Place to plan events for the whole year, ask for feedback about graphics from other execs, find resources, find precedents of events held at other universities, event planning and admin tips

- Looking to make a calendar (perhaps Google Calendar?)
- Rough plans for the year - its okay if things are tentative
- Student Group Organizer Template for event planning
- **Daniels Studio Skills Trails:** alomgation of guides, tutorials, and tools for students to use (hard skills)
- **Undergraduate Studio Bulletin Board:** for permanent links and latest news/events (for undergrad as a whole and for each year group) to be displayed in studio on a screen and updated by work study students and year representatives
- Question of break down: upper years have been separated by streams rather than by year in AVSSU, but break down by year also makes sense → to be re-organized
- Add year representatives profiles to the bulletin board? So they are more recognizable, and to build community
- An AVSSU-led board!!!
- **Studio Culture Policy (WIP):** written document talking about the rules and dynamic of students, staff and faculty
- Studio etiquette, clear expectations
- Three main sections: basic studio info (safety, physical space, cleanliness), big studio items (mental health and wellness, diversity and equity, sustainability), everything related to classes and reviews
- Important to think about who can push this forward
- Will not be shared at orientation (WIP), unlike the miro boards
- **Physical Studio:**
- Desks, model storage shelves, expanding free-cycling, bringing workshop tools up to the studio
- Re-organizing the layout - desk for studio team, space for student groups to reside, lounge spaces collected into the hallway overlooking the lecture hall, AALD station
- Mandating systems, such as labels for model storage

1:03pm - Open Discussion

- Space for a trained equity and diversity support person in studio where people can take concerns and de-escalate situations → an initiative for SEA
- Confessions box
- Studio teams capacity/scope
- Cry booth
- Studio culture policy maintenance and policy committee
- Trash.3dm and daniels confessions instagram account
- Communications between AVSSU and faculty and staff
- Studio team to help coordinate a regular meetings between all student clubs
- Getting in contact with GALDSU

1:18pm - Meeting adjourned



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Event: AVSSU Meeting with Daniels Registrars

Date: August 10, 2021

Time: 2:00am - 3:00pm EST

Location: Zoom

Attendees: Carla Baptista, Andrea McGee, Athina Alight, Christy-Anna Chung, Omar Ismail, Zikra Hotee Beekun, Vicdan Okman, Marla Sanchez Aguilar, Omar Kaltrachian, Haseena Doost, Aastha Saihgal, Umi Kobayashi, Najwan Farag

2:08pm - Introductions

2:11pm - COVID updates from the registrars

- **Cafe059:**
- Cafe059 Managers? 2 graduate students
- Look into which undergraduate students will join them as in the past there were undergraduate students
- Cafe059 needs to complete the licensing process
- Understanding is that the cafe can open
- May have physical mechanisms for the cafe to open such as plexiglass
- Question if Cafe059 can require vaccines from volunteers
- **COVID updates:**
- Vice-Provost office is the place to go to
- U of T does not have the mandatory vaccine policy with the exception of students in residence, music students, and varsity athletes
- Studio does not have a vaccine requirement
- Still a work in progress
- UCheck will be updated to include questions about vaccination status; information will go to Occupational Health and Safety

- Rapid testing where necessary
- Expecting new information from the ministry
- **In- person events:**
- TBD
- Most recruitment and lecture series are online; events where participation is not controlled
- Potential for small groups outdoors around Daniels
- Working on an event for the new Dean to introduce herself, mechanics are TBD
- Registrars have been focusing on classes
- **General:**
- Timetable/classes online and in person may change, but how much is TBD
- Updates will come out as the start of school begins
- 2 weeks of online school will only apply to students who qualify, otherwise students should be in person

2:25pm - AVSSU Preliminary Calendar of Events

- **General:**
- Hoping to have events that AVSSU has had in the past again in person but with smaller groups (Studio dinners, de-stressor weeks, movie screenings, Symposium, formal in the winter, lecture series)
- Some events were very successful because they were remote - determine the best fit
- Consideration of when it is possible to record events
- **Programming Events (by registrar):**
- Fall online, and winter with some in person events
- Winter semester is focused on applications
- Orientation is occurring over some important religious events
- Consider religious holidays when planning all events
- **Firm Fair Event:**
- Staff member to contact for industry connections?
- This can be combined with other programming events by Daniels - the how to network event and what's next events - to make it seamless
- **Equity Lecture Series:**
- Steps to make students and faculty more comfortable participating in the series
- Plan: one in fall semester (what has happened over the past year, update on equity and diversity committee), and one in winter semester
- Would like to have an open forum
- Mechanics: expect it would work better in person rather than online, feel more connected

2:43pm: Equity

- Equity Diversity and Inclusion Director has not been hired
- Search is ongoing, new Dean will be looking to hire
- Committee membership is forming
- Looking to continue conversations with student groups
- Would like those hiring the new director to hear from students before hiring
- New structure of equity committee was supposed to be reviewed by AVSSU, but has not received anything - governance question
- Awards committee for undergraduate - making it more equitable

- Awards committee has made it possible for self nominations

2:52pm - AVSSU office

- AVSSU office is on the west side by the elevators
- Shared space with GALDSU
- As a student society, AVSSU has the right to book rooms through the Registrar's office

2:54pm - ABR Consultants

- Report has not be finalized
- After it is finalized, it will go to the Dean
- Students have not received compensation for their work in the focus groups

2:56pm - Conclusion:

- Andrea and Carla work on an open-door policy, they ask to make them aware of any issues or concerns
- Bi-weekly meeting for fall semester: Monday at 3pm, starting the second week of school, hosted online

3:00pm - Final questions

- Computer license fee
- In-person events for health and wellness - therapy animals are TBD