

UW ARCHITECTURE

DEPARTMENT OF ARCHITECTURE STUDIO POLICIES

8/8/2019

The Department of Architecture affirms that the design studio is a critical part of architectural education in the Bachelor of Arts in Architectural Design and the Master of Architecture programs at the University of Washington. In these programs, the design studio is central to teaching and learning. It is a place of experimentation, creativity, and innovation. It is also central to synthesizing the skills and knowledge necessary for the professional practice of architecture.

Students enter into studio with diverse capacities, experiences, and expectations. This policy recognizes that each student will have to find their own strategies for completing their studio assignments consistently and on time. While we have shared values for professionalism, ethical practice, and craft, students may meet their responsibilities utilizing resources of time, space, academic materials, and physical materials in different manners.

CULTURE

Diversity is integral to excellence. We value and honor diverse experiences and perspectives, strive to create welcoming and respectful learning environments, and promote access, and opportunity for all.

All aspects of design studio--its activities, its participants, and its work products--demand to be treated with respect. Instruction in the studio shall foster a collaborative environment conducive to the mutual interests of the students and faculty. Students are expected to be present in studio for all scheduled meeting times throughout the quarter. The Department strongly encourages students to do as much of their additional design work in the studio as possible, in order to take advantage of the collaborative opportunities and peer learning that the studio space allows and to develop a strong sense of class cohesiveness.

The studio must be a comfortable place for students to work and interact with other students and faculty. Environmental factors such as noise, music, trash, and disruptive behavior can have a negative impact on productivity. The majority does not rule in University of Washington architecture studios: if even one student is bothered, disruptions must cease.

Students are encouraged to make reasonable efforts to resolve personal disputes; however, any behavior inconsistent with this policy, or the University of Washington Student Conduct Code: apps.leg.wa.gov/WAC/default.aspx?cite=478-120 should be referred to the studio faculty or the departmental administration.

INSTRUCTION

Although studio faculty are responsible for the organization and progress of the studio during the quarter, much of the work students do in a design studio is self-motivated and self-directed. Because architectural design is a complex and labor-intensive process, students often dedicate

significant time and energy to architectural design studio courses. The demands of design studio should not, however, adversely affect students' performance in other classes, nor should it upset the appropriate balance of academic and non-academic pursuits. Faculty therefore must set fair and reasonable expectations for adequate performance in the studios, and also provide regular, productive feedback to each student on the progress of his or her work in the studio. To accomplish this, the Department of Architecture has adopted the following guidelines for design studios:

1. At the beginning of each quarter, the studio faculty shall provide a syllabus with expectations for the participation and performance of students in the studio.
2. Faculty shall meet regularly with students, during scheduled studio hours—on an individual basis, as required, and in group meetings—to discuss their work in a productive manner. Faculty desk crits may occasionally run beyond scheduled studio hours, but should not do so on a regular basis. Students have an option skip a crit or to request an appointment at another time if staying beyond the scheduled time presents a problem.
3. Criticism in studio meetings and in design reviews will be constructive and educational in nature; it will concern the work produced and not its author.
4. Faculty shall maintain reasonable expectations as to work requirements for the studio, with the understanding that each student will develop a pattern of work habits, as they see fit, to meet their own goals and expectations.
5. Faculty shall provide a detailed written evaluation of each student's performance at the end of the quarter. In all cases the work produced in the studio shall be evaluated on its merits. Because the studio is concerned with professional development, the faculty shall also assist the student in assessing their process as well as the outcomes.

Students have the right to seek remediation for any conflicts or problems in studio. If reasonable, the student should first seek solutions with the studio instructor. If that does not prove effective or is not possible, the student can contact the program advisor, the program coordinator, or the department chair.

If a resolution has not been reached, students are referred to the University of Washington Ombud: www.washington.edu/ombud. Where informal resolution of disputes or problems is not workable they will be resolved according to procedures set out in the University of Washington Policy Handbook: www.washington.edu/admin/rules/policies.

SPACE

Each student enrolled in our department's BA in Architectural Design and M Arch programs will be given exclusive use of a work space in a design studio as long as he or she is registered for a regular studio course, or for no less than one quarter in the master's thesis. Other students in the department will be offered studio space on request, depending on availability. The studio space shall function as an effective place for students to work. Students shall have 24-hour access to studios during the quarter. During hours when university buildings are closed, studios will be accessible by key or key code only to authorized students, faculty, and staff.

The studio environment shall be conducive to faculty and student health, safety, and productivity. The studios shall be adequately furnished with desks, shared workspaces, pin-up surfaces, and digital networking to facilitate work that can be expected of students. Studio spaces shall allow barrier-free access in accordance with ADA statutes. Studios shall be adequately lit and ventilated. Students in the studio will also have access to wood and metal working labs, digital fabrication resources, computers, and a range of input and output devices housed elsewhere in the College of Built Environments.

REQUIRED END-OF-QUARTER CLEAN-UP

Students are expected to treat studio spaces with respect at all times. Recognizing that studio spaces are subject to extraordinary usage pressures, the Department requires faculty and students to assure that studio spaces are adequately maintained and left in a clean condition at the end of each quarter. Students also must comply with rules regarding studio clean-up and the use of noxious substances in studio spaces and university buildings.

At the end of the quarter, students must:

- Remove all personal belongings and materials from studios.
- Remove locks and completely empty rolling carts.
- Refrigerators and freezers must be completely emptied and cleaned.
- All trash must be removed from desks, kitchen sink areas and floors.
- Floors must be completely cleared all of trash before custodians can clean the studios.

Please clean your studio space by no later than 12:00 noon on the Friday of finals week.

Clean-up notes:

- Please recycle as much material as possible. Refer to the **UW disposal guide** if you are unsure about proper disposal. The university will supply large recycling bins throughout the building. Do not put non-recyclable materials in the bins or the recycling bags in studio. Do not over-stuff the recycling bags.
- The college will supply a demolition dumpster on the loading dock during the final week of studio. Please throw all of your non-recyclable materials in this dumpster. If the dumpster begins to get too full, contact Meegan Amen in the Dean's Office at meegan@uw.edu or 616-2439 so she can order a new dumpster. Do not fill the dumpster any higher than the rim. It must be level or Solid Waste will not empty it.
- Do not over-fill the garbage cans in the studio. If your garbage will not fit easily in the can, bring it to the dumpster.
- Do not leave anything in studio weighing more than 30 lbs. (including, bags of plaster, concrete or heavy models and model bases). Custodians are not permitted to move objects weighing over 30 lbs.
- Make sure the stool and rolling cart you signed out at the beginning of the quarter are still in the studio before you leave for the break.

- If you will be using the same studio next quarter, placing material on a desk does not secure a reservation for that desk. Desk selection will be coordinated by studio faculty (or by lottery for thesis) at the beginning of the quarter.

If you have concerns or questions about custodial issues, please address them to Rob Pena, Ann Marie Borys, or Meegan Amen, not the custodial staff.