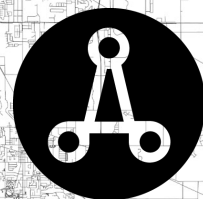




# **Andrew Nichols**

**AIAS Secretary/Treasurer  
Candidacy Packet**

*2025-2026*





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*Colt Brock, AIAS, NOMA, Assoc. AIA*

*2024-2025 Past President + Elections Chair*

*1735 New York Ave, NW*

*Washington, DC 20006*

Dear Past President Brock,

I write to you today with great pleasure to declare my candidacy for the 2025-2026 National Secretary/Treasurer of the American Institute of Architecture Students.

My AIAS journey started while I was a freshman in college, being immediately immersed in the outreach of my local AIAS chapter. At the time, I saw it as a group of people that were looking to make friends. So of course, I started showing up to meetings and participating in the extra activities that were going on throughout my first semester as a college student. During that very first semester, I was asked to serve as the Fundraising Chair for our chapter to help fundraise for future projects and future conferences. It was truly an honor to be asked to serve on the board as just a brand-new freshman student who was still learning the basics in college.

My first full semester as the fundraising chair was a success, raising several hundred dollars for our chapter to build up our reserves, as well as fund fun events to give back to our student body. At the end of the semester, our treasurer was to be graduating, and I was asked if I wanted to run in the election for the executive board. I took up the offer, as the then executive board felt confident in my abilities to serve the role well. A few weeks later, I had received an email from the president at the time congratulating me on being elected to treasurer.

As a new member of the executive board, along with the funds I had raised the previous semester, our executive board and a few others made the trip to Washington DC for the 2023 Grassroots Conference. Here, I met even more amazing people from all over and am still friends with many today. There I met Ethan, who was then our Midwest Quad Director and member of the Finance Committee, who encouraged me to join. I took him up on his suggestion and have been a member of the committee since. I've also made sure to attend both FORUM and Grassroots every year since.

My goal with the position of Secretary/Treasurer is to take what I've learned in my duties as Fundraising Chair and Treasurer for my local chapter, as well as a member of the Finance Committee to help better the organization's financial health, allowing us as an organization to continue to provide valuable resources, assets, and connections to Architecture Students all over.

Sincerely,

Andrew Nichols, AIAS

Illinois Institute of Technology AIAS Treasurer

B.Arch. & M.HPB. Candidate 2027





# Andrew Nichols

*3rd Year Architecture Student*

## Education

### Illinois Institute of Technology

August 2022- Present

Pursuing a NAAB certified Bachelor of Architecture and a Masters of High Performance Buildings.

### Ivy Tech Community College

August 2020 – May 2022

Enrolled in multiple college level classes while still in high school.

### Washington Township High School

August 2018 – June 2022

Graduated as Salutatorian in my class. Was also president of the National Honor Society, DECA, and Student Council. Was also involved in many other extracurriculars.

## Contact Information

Phone Number:

(219) 299-7214

Email Address:

Anichols0521@gmail.com

Linkedin:

[www.linkedin.com/in/andrew-m-nichols](https://www.linkedin.com/in/andrew-m-nichols)

## Skills

- AutoCAD
- Revit
- Microsoft Office
- Rhino 3D
- Public Speaking
- Graphic Design
- Adobe Suite

## Work Experience

### Illinois Institute of Technology College of Architecture - AV Technician

November 2023–Current

Responsible for managing Audio and Visual Operations during notable speakers and other large scale events held within the College of Architecture.

### Staples – EasyTech Sales Associate

April 2022–August 2024

Responsible for Tech Sales and furniture sales in my store. I was also in charge of my store's freight, which included unloading the truck, keeping track of inventory, and distributing the inventory across the store.

### Culver's – Team Member & Team Trainer

September 2020–August 2022

Responsible for training all new team members in the entire restaurant and was given manager privileges due to my trustworthiness. Was also in charge of ensuring the property was well maintained.



# Involvement

## American Institute of Architecture Students

Finance Committee Member

April 2023–Current  
September 2023–Current

*As a member of the National Finance Committee, I help create proposals to the board of the American Institute of Architecture Students regarding membership dues, financial projections, and long-term spendings. Within the AIAS, the student body either makes or heavily influences all organization changes.*

Treasurer

April 2023–Current

*As the treasurer for my local AIAS chapter, I communicate with the multiple committees we have regarding budget items, order needed materials for projects, and communicate with our university's administration for funding. I also oversee the fundraising committee and partner with the events chair, which is where a majority of our budget goes. I am also currently on the conference planning committee to assist with sponsorship packages and venue planning.*

## Hugh O'Brian Youth Leadership

Special Assistant

August 2020–Current  
June 2021–Current

*As a Special Assistant for the Hugh O'Brian Youth Leadership Foundation (HOBY), I assist with the operations of the conference to ensure the yearly seminar operates smoothly. When not at the yearly seminar, I am assisting in the planning of the following year's seminar, which includes outreach to high schools to recruit ambassadors to attend and businesses for sponsorship opportunities.*

Junior Assistant

August 2020–June 2021

*As a Junior Assistant, I served as a liaison between the adult staff for the yearly seminar and the younger ambassadors that attend the seminar. I also assisted with ensuring the ambassadors learned positive leadership skills from the seminar.*

## Greek Council

Vice President of Public Relations

September 2023–August 2024  
September 2023–August 2024

*As the Vice President of Public Relations for my university's Greek Council, I'm responsible for managing the various digital platforms our content is shared on. I also work directly with the Office of Student Life, Office of Residence Life, Office of Undergraduate Admissions, Event Services, and Public Safety.*

## Sigma Phi Epsilon

President

November 2022–April 2024  
November 2023–April 2024

*As the President, I preside over all meetings and appoint committees for the benefit of the chapter. I am also in charge of the Executive Committee and representing the chapter with our Alumni Volunteer Association, Greek Council, and Grand Chapter.*

Vice President of Finance

June 2023–November 2023

*When I was the Vice President of Finance, I was responsible for the chapter's financial affairs. I was the chair of the Finance Committee, which facilitated the collection of all dues and charges within the chapter. I also worked with the Alumni Volunteer Corporation and school administration to get budgets approved. I also worked on collecting information relevant to tax documents for our chapter.*

Vice President of Communications

November 2022–November 2023

*When I was the Vice President of Communications, I was responsible for public relations, social media, chapter history, and technology. I worked to keep records of all chapter meetings, as well as greatly improved our digital presence.*

## IIT Student Government

Vice President of Campus Life

April 2023–April 2024  
April 2023–April 2024

*As the Vice President of Campus Life, I serve as the liaison between the student body, the senate body, and the administration within the university. I lead two different committees made up of several students each that tackle various campus issues.*



December 4, 2024

AIAS Board of Directors  
1735 New York Ave, NW  
Washington, DC 20006

Dear Past President Brock:

I write today regarding Andrew Nichols' candidacy for the position of Secretary/Treasurer on the American Institute of Architecture (AIAS) Students Board of Directors. Andrew is a student in good standing in our NAAB-accredited Bachelor of Architecture of program. Not only do I understand the implications of his candidacy (and potential service), I enthusiastically endorse him to you.

Andrew has held the same position in our own AIAS chapter and executed his responsibilities professionally and effectively. In particular, I'd like to point out his financial management of the Midwest Quad conference IIT recently hosted. Andrew inherited the conference from an earlier AIAS board, one where many of the financial management issues were not fully resolved when he came into the Treasurer position. Not only did he create a clear accounting and financial management system for the conference, he helped sell advertisements, raise funds, organize activities, and execute the conference agenda. Happily, he worked with a great team, but it was Andrew's organizational and management skills that brought the conference home—and with a small profit as well.

All of this was accomplished in addition to Andrew's regular AIAS responsibilities and also in addition to his considerable set of other activities. As his resume indicates, Andrew is an unusually busy person, whether it is managing AIAS, serving as an officer in a fraternity, working for my office, and—oh yes—being one of the top students in his class academically. I have had the pleasure of working with Andrew in studio, watching him present in reviews, and discussing his progress with a number of IIT faculty. Everyone—student, staff, or faculty—agrees that he is outstanding. No matter how many things compete for his time, he executes them all calmly and effectively—and with great skill.

All of us are aware of the demands brought by being a national officer in AIAS, and to be honest, I wouldn't recommend many sitting students for this kind of position. But with Andrew, I do so unhesitatingly. It is clear already—barely halfway through his education—that Andrew is going to be a successful architect, and one who demonstrates continued leadership—the kind of leadership represented by his service to AIAS.

Finally, I mentioned that Andrew works for my office. These students not only have important work to do, they represent the Dean's office—and thus the entire staff and faculty. As a result, we are very careful about who we hire. Among this small group, Andrew holds a special place. We turn to him on a regular basis for tasks ranging from the mundane (we know he'll get it done) to the momentous (he works with our most important guests, from visiting students to visiting scholars). We not only trust Andrew; we believe in him.

I hope you and the members of AIAS national will too. I promise Andrew will deliver—and over-deliver—for you, just as he has done (and continues to do) for IIT. I recommend him to you in the highest possible terms.

Sincerely,





Dear AIAS Board of Directors/Whomever it may concern,

On behalf of the Illinois Institute of Technology chapter of AIAS, I would like to wholeheartedly recommend Andrew Nichols, for the position of Secretary/Treasurer on the AIAS Board of Directors.

My name is Simon Nagi, and I am the Vice President of the Illinois Institute of Technology's AIAS. I have been actively involved in this organization for three years, during which I have had the pleasure of working closely with Andrew. He has been a key player in our organization's finance operations since he joined and has served as our treasurer for the past two consecutive years.

Since taking on the role of treasurer for IIT AIAS, Andrew has demonstrated an exceptional ability to navigate the complexities of student organization financing, which has been invaluable to our organization. His ability to convey complex systems has greatly contributed to the success of our chapter's major events and programs. I believe this was crucial to the success of the most recent AIAS Midwest Quad conference, where Andrew handled a great deal of planning and financial responsibility, resulting in a net profit for our chapter and an engaging conference experience. His extensive and exhaustive documentation of the finances of the conference played a significant role in our ability to fundraise and decide our spending plans.

Working with Andrew is always a great experience, as his skills, comprehensive knowledge, and strong work ethic lead to a job done well and efficiently. These skills allow us to rely on Andrew as a dependable treasurer and executive board member. His level-headed decision-making and strong moral compass are a great resource during executive meetings and beyond.

I am confident that Andrew will make a significant contribution to AIAS, as his skills and character will be an invaluable asset to your team. His financial management and executive direction skills will perfectly fulfill the role of Secretary/Treasurer.

If any further information or clarification is needed, feel free to contact me at [simonanagi27@gmail.com](mailto:simonanagi27@gmail.com). I will be happy to further elaborate there.

Sincerely,  
Simon Nagi  
iitAIAS Vice President  
[simonanagi27@gmail.com](mailto:simonanagi27@gmail.com)



# Candidate Questionnaire

**1** We all love the AIAS for different reasons, but it takes a critical and constructive analysis of the institutions we appreciate most to continue to evolve them into entities that can support each new generation of membership. **Why are you running for a position on the AIAS Board of Directors?** What about the organization and its membership motivates you to seek a leadership position?

*The AIAS Board of Directors is an extremely influential and dedicated group of individuals who give their time and effort to bettering those around them. Those who serve on the board are not in it for their own benefit, but rather bringing positive change to the organization to better the organization's members and make the organization more appealing and beneficial to those who are not yet members. Serving on the AIAS Board of Directors is not a role for just anyone, and those filling the role must be looking for the role to serve. I am running for this position because as I've served on the Finance Committee for the second year now, I've seen some great things, as well as some not great things, with how our financial status has been. I've also experienced the struggles of many treasurers from an individual chapter level and am aware of what changes we as a national board need to take to benefit our chapters' treasurers. I'd like to take these experiences that I've gathered over the last two and a half years and apply it to the national level to help aid in the relearning process everyone has to go through every time they take on a new role as a Treasurer.*

*The organization is a huge motivation for my candidacy for the position of Secretary/Treasurer. I have met some truly amazing people in my interaction with members of the organization, some of whom I still talk to today. Members of the AIAS are truly all about giving their efforts forth to better the lives of people today and into tomorrow. To be a part of an organization that believes in aiding and supporting important priorities within the world of architecture students and architecture as a profession is truly something that I cannot pass up. Being able to make a lasting impact that benefits all is truly what motivates me about this organization to want to run for a leadership position.*

**2** Though it may be hard to believe, the AIAS is not perfect. A critical analysis of any organization is a healthy part of its operation. There may be things that you feel the AIAS could do better, or maybe you see new opportunities or partners to engage. **Where do you see room for improvement or new areas for the organization to expand into?**

*As with any organization, both large and small, there can always be improvements in the financial and communication realms. These two areas of organizations often go hand in hand, as with effective communication, good financial status can be desired. Good financial status often suggests that communication is being properly kept amongst people that the budget is being properly prepared and followed. The biggest thing for me is I would like to see a more robust checks and balances process, one that keeps everyone aware of things that are going on, as well as a way to ensure that decisions that are being made are in the best interest of everyone. Along with the checks and balances, I'd also like to see the organization explore alternative methods of obtaining funds to fund the organization's ventures. Recently, the organization had to raise the cost of our membership to follow suit with the rising costs of goods and services across the world, which did pose a financial issue to many of its members. Being able to offset the need for increase costs of the goods and services through additional sources of income can help improve the cost-benefit for our members, improving the organization's health as a whole.*



## Candidate Questionnaire

**3** In recent years, the AIAS has increased its efforts in advocacy for architecture students on issues including but not limited to health and wellness, equity, student loan debt, Learning & Teaching Culture, practice experience, leadership, and technology. **What one issue do you personally find the most important?** How would you make progress on this issue as an elected leader on the AIAS Board of Directors?

*The issue that I find the most important is having the ability for students to have opportunities to get practice experience that is paid. Over the last few years in school, I've seen several of my upperclassmen friends struggle to even have opportunities of architectural practice, sometimes which is not even a paid opportunity. As students, we should be provided opportunities to get these hands-on opportunities that not only provide us with knowledge of how professional practice works, but also compensates appropriately. As an elected leader on the AIAS Board of Directors, I feel it could be very beneficial to students to know where to look for these opportunities for professional practice that respects a student's time by providing compensation.*

*As part of the AIAS Board of Directors, I would work to make progress on this issue in a few ways. One, as of course, comes with part of my position, and that is taking notes. Notating down this information in a clear way that it can be provided to our members is of course that first step of addressing and solving this issue. Also, the AIAS has a strong relationship with several professional organizations, particularly AIA. With the established partnerships already, I'd like to work on exchanging information across our organizations to be able to talk directly with professionals who have the ability to provide these professional work practice to students and see how we can make the relationship between these people and our members more meaningful and beneficial to both the professional and the student.*

**4** The AIAS has over 300 chapters across the U.S. and around the world, ranging in size, age range, and even purpose. **How would you use your position on the Board to better connect and engage our geographically and culturally diverse membership?** What resources would you propose to better serve Chapter leaders seeking to grow their chapters and connect to other students around the world?

*In the position of Secretary/Treasurer, I'd like to look at how we can expand our membership to students all around the world, in both countries that we currently have students in and countries that we don't. As the Secretary/Treasurer, I'd be directly working with the two most important factors that could inhibit our organization from expanding: financial burden on potential students and a lack of proper communication for outreach. The first thing is to ensure that we are effectively communicating to others what AIAS has to offer and how they can benefit from membership. From there, we again have to communicate the process for becoming a member and assisting them in finding their chapter or creating a new chapter. Again, good communication must be present to keep these people engaged to have the financial willingness to become members. In the case that their cost of living is different than that of ours, that again needs to be communicated and worked out to appropriately adjust the financial cost to allow them to join our organization. The more this is done, the more diverse our organization becomes, as we've opened up the doors and help guide and explain to people why they should want to become members. With proper communication resources in place can really help achieve this, as well as calling on existing members to help work towards the efforts of creating a network of resources that others find helpful.*



## Candidate Questionnaire

**5 Describe how you intend to fulfill the roles and responsibilities of your chosen position on the Board.**  
Elaborate on your intended communication/action plan and the primary goals you have for your one-year term.

*For the position of Secretary/Treasurer, I plan to ensure that I meet and exceed the roles and responsibilities assigned to me by being both prompt and detailed when completing my duties. I would make the point that the duties of the Secretary/Treasurer are the most essential to the Board of Directors when it comes to the levels of reliance on the duties of the position. With the role of Secretary, ensuring that proper notes are being taken to ensure that proper communication is met, as well as future conversations and presentations are accurate with previously provided information. I'd also be responsible for the organization and upkeep of the AIAS Board of Directors Google Drive, which is partially shared with the Council of Presidents with vital information that is constantly being used by all members across the organization all the time. Ensuring that this information is both readily available and easy to locate is vital to the organizations success, and is something that I will continue to work towards improving with both my own and others' feedback on their experiences as members within the organization.*

*As far as my role as treasurer goes, I'll be ensuring that I work closely with our Executive Director to ensure that the current financial status is meeting our budget, as well as creating a future financial plan that will set the organization up for success in the future. I'll also be sure that any expenses that the organization needs to process are made swiftly to ensure that no additional costs are accrued, the opportunity to make the transaction isn't lost, and to ensure that the timeline to receive any product is met. Lastly, with this role, I'd take on the chair position for the Finance Committee, a committee I'm serving my second year with, to continue to strategically brainstorm ways to make the duties of chapter treasurers easier, as well as generate ideas to improving the financial health of the organization as a whole.*

**6 As an organization that is constantly evolving, the AIAS has to often re-evaluate its priorities. What strategic priorities would you like to see the AIAS focus on during your time on the Board?**

*Having served on the finance committee for the last two years, ensuring that our financial health is in the best interest of the organization is always the top priority. As an organization, we're here for our members and financial health is something we need to constantly keep in mind if we want to be able to support our members. Good financial health is more than just making sure that expenses don't exceed income. When organizations are strategic with their financial status, it can result in creating an extra source of revenue that can be used to fund future deficits. Creating a financial portfolio can also help give value to an organization, making it easier when facing larger purchases or establishing lines of credit for the organization. A strong financial portfolio can allow an organization to last for many more years to come, and is my strategic priority for my term as Secretary/Treasurer.*



## AMERICAN INSTITUTE OF ARCHITECTURE STUDENTS POLICY ON COMPENSATION FOR INTERNS

In July 1993, the AIAS Board of Directors adopted a "Public Policy on Uncompensated Interns." The policy has been subsequently reviewed and reaffirmed by the Board and reads as follows:

The AIAS maintains that employers must properly compensate all employees. Compensation must be in compliance with the regulations for the jurisdiction in which they are working.

In 2010, AIAS crafted a public statement on intern compensation in conjunction with the Association of Collegiate Schools of Architecture and the American Institute of Architects, which reads as follows:

The Association of Collegiate Schools of Architecture, the American Institute of Architects, and the American Institute of Architecture Students recognize that architects are bound by law and ethics to pay interns, and strongly advocate for the appropriate compensation of architectural students and interns. Because of current economic transformations, some architects have both solicited and accepted the services and labor of interns without pay. We strongly urge architectural firms and other for-profit employers to respect the law and comply with the ethical standards of our profession, and we strongly encourage interns to refuse to accept employment without pay, and to notify the Department of Labor in cases where employers propose such an arrangement. For more information on labor laws and professional ethics, please see the AIA Code of Ethics and the U.S. Labor Department standards under the Fair Labor Standards Act.

The ACSA, AIA, and AIAS further support architects, students, and recent graduate doing pro-bono work. We recognize the distinction between unpaid work for profit-making employers, and unpaid work for non-profit organizations, communities in need, and volunteer activities, which allows participants to determine their own hours and degree of involvement. The AIA has established guidelines for service that are provided on a Pro Bono basis. They can be found under the member section of the AIA website.

### POLICY ON COMPENSATION FOR INTERNS AFFIRMATION

As a way of confirming that the AIAS is not promoting or being promoted by architects employing unpaid interns, we ask that each participant in an official AIAS function review and sign the following statement. We appreciate your participation in our event and thank you for your support of our position against unpaid internships. This position is supported as well by the Board of Directors of the Association of Collegiate Schools of Architecture (ACSA) and the American Institute of Architects (AIA).

Name: Andrew Nichols

I do hereby affirm that I understand and support the AIAS policy on the compensation for interns. If I employee interns, I further affirm that I do not use unpaid architectural interns in my professional practice when applicable by federal wage and hour laws.

Signature: Andrew Nichols

Date: November 29th, 2024



## **AMERICAN INSTITUTE OF ARCHITECTURE STUDENTS ELECTIONS CODE OF ETHICS**

Elections are a critical step by which the American Institute of Architecture Students is governed. Annual elections, as outlined in the Bylaws and the Rules of the Board, ensure that the membership of the organization participates in the selection of the best candidates to serve on the national Board of Directors.

Individuals elected to the Board of Directors represent the membership and ensure the continued success of the organization. Therefore, participants who are involved in the elections process, including candidates and Board Members, are expected to demonstrate the highest standards of professionalism, integrity, and good judgment.

Confidentiality is required of all participants in the elections process. Participants should not discuss details of the elections process to the general membership before, during or after FORUM. Elections information that is considered public knowledge, and therefore can be shared with the membership, occurs during the General Business Sessions and at the General Assemblies.

Campaigning is strictly prohibited prior to FORUM. Conversation between chapters regarding candidates should not take place. Campaigning will only begin at the first General Assembly of FORUM.

Campaigning during FORUM shall be professional. Candidates and candidate support groups should be respectful in their campaigning efforts. Disrespectful campaigning will be a violation of the Elections Code of Ethics, and will be grounds for immediate review by the Past President.

Campaigning materials should follow the Election Guidelines, and should be distributed in appropriate venues only. Appropriate venues include FORUM General Business Sessions, General Assemblies, and Quad Breakouts.

As leaders of this organization, and future leaders of this profession, we must uphold the highest ethical practice. Questionable behavior during elections will not be tolerated. Any concerns should be immediately raised with the Past President.

### **ELECTIONS CODE OF ETHICS AFFIRMATION**

To promote the highest level of professionalism during elections, we ask that each participant in the elections process review and sign the following statement. We appreciate your participation and thank you for your support and dedication to the organization.

Name: Andrew Nichols

I do hereby affirm that I have read, understand and agree to abide by the AIAS Elections Code of Ethics and the Elections Guidelines.

Signature: Andrew Nichols

Date: November 29th, 2024

Please submit this form with your confirmation for participation.



## **AMERICAN INSTITUTE OF ARCHITECTURE STUDENTS CANDIDATE CONTACT INFORMATION FORM**

Candidate contact information will only be used by the Past President to communicate elections-related information. If provided, social media handles will be shared when candidates are posted publicly on AIAS website and social media.

Name (as preferred): Andrew Nichols

Chapter: Illinois Institute of Technology

Chapter Leadership Position (if any): Treasurer

Email Address: Anichols2@hawk.iit.edu

Mobile Phone Number: (219) 299-7214

Social Media Account Handles (optional):

- o Facebook: \_\_\_\_\_
- o Twitter: @\_\_\_\_\_
- o Instagram: nickels2004
- o Other: BeReal: nickels2004