

November 15, 2019

Dear Amy Rosen, AIAS, Assoc. AIA, Past President,

Having the opportunity to run for West Quad Director is both one of the most exciting and rewarding experiences for me as I have gotten to know everyone so much more. I am a fourth-year architecture student in Washington State University's School of Design and Construction Architectural Studies. Next year I will be advancing my academic career in the one-year accelerated MARCH program and hopefully have the opportunity continue in a leadership role with the AIAS as the West Quadrant Director.

I am confident that I possess the characteristics necessary of a good Quad Director; I am driven, flexible, charismatic and am a patient listener. I want the help the AIAS on a National level by helping bridge communication and ideas between the quad and nationals. There are many components and areas in the AIAS I feel passionate about, particularly helping leaders inspire members to think about the future not just the present. Each Chapter has the potential to grow and positively impact the future of architecture and I believe my attributes will encourage more consistent collaboration and communication. This can be done between chapters, by bridging the gap between the AIA and AIAS, and much more.

Throughout my time as a leader, the biggest thing I have learned is that you can't go in with a one team one theme mindset. Everyone's opinion and ideas need to be accounted for in order to succeed, and this takes a certain set of management skills I believe I have. Improving communication, interaction between chapters, and student learning cultures through various ways is vitally important for the AIAS to keep flourishing. One way to improve this could be through thorough and consistent documentation and communication within each chapter that enables for seamless transitions each year between leadership, so there is more growth versus setbacks.

I have witnessed this turnover stress in multiple Chapters over the years and this is a challenge we can overcome with a little more energy and follow through. The right leadership team can turn a good chapter into a great one and I believe I have the attributes in order to make progress in achieving this.

Thank you, Amy, for taking the time to read my letter of intent. I appreciate your experience and passion that has encouraged me during my time in AIAS.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Alex Geisen', with a stylized, flowing script.

Alex Geisen

WSU AIAS President

Alexandra.geisen@wsu.edu

# Alexandra Geisen

## Architecture Student

**Phone** 253-350-5410

**E-mail** alexandra.geisen@wsu.edu

Determined, energetic, and reliable worker with a committed attitude seeking to become West Quad Director and serve as the liason between the Quad's Chapters and the AIAS Nationals. With my leadership experiences and involvement in the AIAS I believe I have the drive, time management and adaptable personality to help each individual Chapter excel in every way possible.

## Experience

### 05-2019 - 08-2019 Summer Architect Intern

*Katerra*

Furthered my architectural development and allowed me to interact with professionals, using my personal experience to reach common objectives.

### 07-2017 - 07-2018 Sales and Inventory Control

*Jake's Fireworks*

The last two Fourth of Julys I have organized and distributed fireworks, trained multiple coworkers to advertise and safely sold fireworks.

### 05-2016 - 05-2018 Hardlines/Sales Floor

*Target*

Easily adaptable to task at hand and capable of handling a wide variety of responsibilities. Trained to patiently and efficiently help customers.

### 05-2016 - 07-2016 Secretary/Marketing Assistant

*Guild Mortgage Company*

Organized and collected customers confidential and time sensitive documents for the office, directed phone calls and delivered information at office meetings.

## Education

### 08-2015 - present Washington State University, Pullman, WA

Pursuing a Bachelor of Science in Architectural Studies, expected May 2020.

Pursuing a Masters in Architectural Studies, expected May 2021

## Community Responsibility and Service

05-2019 - present Washington State American Institute of Architecture Students | *President*

05-2019 - present American Institute of Architecture Students | *Learning & Technology Task Force*

05-2019 - 08-2019 American Institute of Architecture Students | *Honor Award Jury Member*

04-2018 - 05-2019 Washington State American Institute of Architecture Students | *Secretary*

11-2017 - 11-2018 Chi Omega | *Community Service Director*

08-2015 - 05-2019 Beta Beta Chapter of Chi Omega | *Collegiate Member*

09-2015 - 05-2019 Habitat for Humanity | *Palouse Volunteer*

09-2015 - 05-2019 Gladish Community Center | *Palouse Volunteer*

## Skills

Experience in Rhino, InDesign, Photoshop, Revit, Lumion, Sketchup & Illustrator.  
Proficient in Microsoft Office Suites and Adobe Acrobat DC.

Able to grasp new concepts quickly and efficiently.

Detail Oriented.

Ability to patiently listen and communicate clearly.

November 15, 2019

Amy Rosen  
AIAS Past President  
5227 5th Avenue, Apt A7  
Pittsburgh, PA, 15232

Dear Amy,

It is with great pleasure that I offer this letter in support of Alex Geisen as West Quadrant Director for the American Institute of Architecture Students. I have known Alex Geisen as a student in my classes and working alongside her as the Faculty Adviser for the AIAS throughout the 2019-2020 academic year. I offer the following in support of her nomination.

Alex's growth as a leader from being a member, to secretary, and now excelling as President has seasoned her above her peers. Her personal and professional goals for the WSU AIAS Chapter have been to reset the foundation and prepare not only for the present but the future of this Chapter. Consistently preparing for the future I believe is a rare quality in a leader this young but vitally important.

Alex's well-spoken personality paired with her professionalism has allowed her to effectively make connections between our chapter and other Chapters in the region, specifically AIAS Spokane community College, AIAS University of Idaho, AIA Spokane, AIA Southwest Washington, and AIA Central Washington. These connections have resulted in Alex and her team developing a proposal for our first mentorship program that will create life-long connections between these chapters and bridge between the academic and professional fields. Alex is playing a significant mentorship role herself as she is helping the executive team grow as leaders and patiently teaching them. Leading a group who has never held positions can be challenging but is something Alex sees as vitally important because they are the future leaders of our AIAS Chapter.

Diving into the position of President this last year, Alex has fervently accepted the extensive roles and responsibilities that come with advancing our AIAS Chapter. She is continuously learning and growing from setbacks and even when she takes on more responsibility than she can manage at the time, she knows when to ask for help. Alex's humbling experience as president of AIAS has given her the opportunity to learn how to prioritize and rearrange the level of importance for the whole not just herself.

As a determined, passionate, and considerate leader, Alex deserves my highest recommendation. I am confident that she will excel as the West Quad Director and represent not only Washington State University but the AIAS Nationals with poise and exceed expectations. Thank you, Ms. Rosen, for taking the time to read my support on behalf of myself and Washington State University's School of Design and Construction of Alex Geisen. Please do not hesitate to reach out with any questions about this driven young lady.

Sincerely,



Omar Al-Hassawi,  
Assistant Professor, Architecture  
American Institute of Architecture Students Faculty Advisor  
Architecture Graduate Program Head  
[omar.al-hassawi@wsu.edu](mailto:omar.al-hassawi@wsu.edu)

November 14, 2019

To Whom It May Concern,

I am writing to Recommend Alex Geisen for West Quad Director at the American Institute of Architecture Students National. I have had the pleasure of working with her for the last year when she was secretary and more closely this year with her as president and have been consistently impressed by her diligence, organization, and welcoming personality.

Alex, our chapter president, has created a foundation for our chapter. She has done this by communicating with her peers asking them what they are hoping to get out of AIAS. Also talking to the faculty about creating a better studio culture through town hall meeting. After listening to her peers, she adapts to the problems effectively and efficiently, whether that is creating solutions or seeking help. Being very open minded and listening to others has put her leadership skills ahead of her peers. Constantly coming up with ways to improve our chapter as well as the college's architecture department, Alex's creativity and hard work really shine through.

Being very organized and diligent with documentation Alex is thinking about the future of the chapter. Making sure transition of positions go smooth and making sure future leaders know what went well and what did not.

It is with high confidence that I recommend Alex for West Quad Director. She will make an excellent leader for AIAS.

Sincerely,

Nik Koller

Director, Freedom by Design

Nicholas.koller@wsu.edu

A handwritten signature in black ink, appearing to read 'Nik Koller', written in a cursive style.

## Election Questions

My AIAS President from two years ago encouraged me to get involved because she saw tremendous potential in me that I had yet to see in myself. I took the leap and decided to run for Secretary. Throughout last year I took notes, helped organize events, and kept our organization in check. This year I ran and was elected the opportunity to become the 2019-2020 President for Washington State University. I have learned more about myself, executive board, members, and my peers as an individual in leadership than I only could have imagined; not to mention more about architecture. Continuously encouraging AIAS executive board members to reach out to those not as involved as they could be is part of our job that should not go unnoticed. This last year as President, I have not been as active in membership growth as I could be, but **I am helping manage, delegate, and document our experiences as a Chapter and focusing more on the future as time goes on.**

I was very shy when I first joined AIAS but as I challenged myself to be more forward with my opinions and ideas, I started to grow this relationship with members that has encouraged personal and professional growth. **I use different methodologies to deal with every individual situation based on what seems appropriate.** Due to the different personalities in the Chapter I must adapt to get the best results for the whole. I lean towards a structural leadership style most of the time because I am an organized and detail oriented individual, meaning I take complete responsibility and help manage every task I can. A structural leadership style can be overwhelming to others at times; however, our chapter has had success this year with specific goals and tasks for each individual. At times I move towards more of a laissez-faire style that encourages members to learn and grow or towards a participative leadership style and working with everyone on a more personal level. **If tasks become to overwhelming for my Chapter I will sit down with everyone in a comfortable setting and we will brainstorm and create different avenues to complete goals in order to succeed.**

Not one Chapter alone can reach complete success without running into a few challenges they will need to overcome. There are many challenges our generation is being faced with in the AIAS and with increased efforts in advocacy for architecture there are many that I am passionate about. **One challenge that spoke to me on a personal level was the learning and teaching culture. A multitude of topics can be embedded into this, for example, health and wellness**

**amongst students and technology advancements being both a pro and con.** Many can be resolved with a healthy learning and teaching culture. Making progress on this issue as an elected leader on the AIAS National Board of Directors can be done in a multitude of ways. Starting the conversation between presidents nationally on studio culture and how the mental state of the students is one of the initial steps. Once this topic of conversation is brought to the surface and this issue is being talked about it's time to start acting on this. I believe if there is not a healthy relationship between students and faculty then the motivation and passion to learn is gone, once the motivation is gone the inspiration and creativity begin to dwindle leaving the health and wellness of the students at an unhealthy state. **Providing avenues for students to connect with faculty through dinners, fundraisers, lectures, and more will start to break down these barriers between students and faculty and I believe this is the responsibility of the AIAS to be the change.**

While Connecting the AIAS to faculty and the community is important, as AIAS members we cannot forget the importance of engaging and communicating with one another. If I were to be elected as the West Quad Director, I would use my position to push a common communication platform for all AIAS members such as Slack. This platform is vital because it is the most universal communication site to start asking questions, talking about highs and lows as chapters and individuals and provide potential solutions more quickly and efficiently. I believe this will engage our geographically and culturally diverse membership, not only with Slack but creating friendly competitions, monthly calls, and encourage conferences so members can see everyone face to face. Whereas technology is huge currently, it is creating an artificial interaction that AIAS members need to start breaking free from. Being able to talk to someone on the phone or face to face you can hear their tone, understand what they are truly meaning in their words, a soft skill that everyone needs to have and I believe AIAS members can excel in with a little push. **For chapters seeking to grow and connect with others I would encourage them to make the first move and potentially create a mentorship program between the two chapters.** This could be a great opportunity to help chapters connect geographically and allow members to grow as individuals in their personal and professional lives. This all sounds wonderful but documenting and creating a clear pathway will help start these big moves.

Fulfilling the roles and responsibilities of West Quad Director should not be taken lightly. **As seen in, a successful Director should have open lines of communication, a passionate and determined attitude, and be willing to help find solutions to any challenges Chapters may have.** I want to help guide other chapters to grow because in the end we are all in this together, we all may have different goals but a similar vision, to keep the AIAS healthy and sustainable because this is the start of the future for the AIA. Not every challenge and goal can be completed in a one-year term but setting up stronger walls on this foundation can lead to growth and success; giving students the opportunity to find their place in architecture.

As previously mentioned, the AIAS foundation is strong and I believe AIAS on a national level is running very smoothly, however one area I see an untapped opportunity for the AIAS is an engaging avenue for faculty and administrators. At times the schools that have AIAS Chapters do not always stay up to date no matter how much the Chapter is pushing for a healthy relationship. **I see there is an opportunity for the relationship between faculty and students to prosper with consistent and clear communication and understanding.** This can start with something as simple as helping Presidents create forms that the school has about their Chapter specifically, outlining the collaborative relationship they can have together with monthly meetings, interactions, and I believe this will start touching on a healthy teaching and learning culture.



## 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: Alexandra Geisen

I do hereby affirm that I understand and support the AIAS policy on the compensation for interns. If I employ 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: [Handwritten Signature]

Date: 11/15/2019



**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: Alexandra Geisen

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: 

Date: 11/15/2019

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): Alex Geisen

Chapter: Washington State University

Chapter Leadership Position (if any): President

Email Address: alexandra.geisen@wsu.edu

Mobile Phone Number: 253-350-5410

### Social Media Account Handles (optional):

- ☐ Facebook: Alex Geisen
- ☐ Twitter: @ N/A
- ☐ Instagram: alex — geisen3
- ☐ Other: \_\_\_\_\_