Agenda
To discuss topics from email sent by Evan on Friday, Jan. 30th, 2004.

CPW
- Need an event to attract prefrosh
- Need to contact CPW organizers and get into booklet
- AIAS should have a presence at the academic fair

Barkitecture
- Feb. 17th: design idea and ad for program due
  - Need design idea to publish in program
  - Also need ideas for ad space
    - Something graphically simple, just to get our names out (“AIAS, MIT Chapter” etc.)
- Design is due Mar. 21st – beginning of spring break weekend
- People should contact lis if interested, lisevans@mit.edu
- We need to publicize this to 4.101, 4.104
- It is probably better to have just one entry b/c of limited funding

T-Shirts
- We do have enough funding for shirts
- No submissions so far
- AIAS members should come up with ideas by next meeting

Website
- Steve has website up and running
- Email him to give calendar events (reviews, lecture series, etc.), Barkitecture description, etc., sform@mit.edu

N51
- Evan and Lis talked to Jim Harrington
  - Have approval to put things on wall
  - He is ordering model stands
- Anyone who goes to N51 regularly should take notice of things that could be done
  - Lis’s idea: use panoramic photo and Photoshop to show how things would look so we can get approval
- We don’t have that much funding for this, so supplies are limited
Lecture series
- Undergrad alums will come in and speak about careers with a BSAD (thanks to Jan)
- We have 9 people scheduled so far – architects, landscape architects, contractors, etc.
- Next Thursday, Feb. 12th, will be a speaker from Wellesley
- We need to publicize so that people will attend!
  - Evan is working with Tom Weathers, Andrea on big posters and 11x17s
  - We should also poster at Wellesley
  - If an electronic version is made, Wellesley people can send it to their mailing lists
  - Members of AIAS need to really talk up this event
- What kind of food should be served?
  - Pizza may not be formal enough
  - Dessert and coffee?
    - students may be more likely to come for dinner
  - Indian?
  - Pu Pu Hot Pot?
  - Lis – ABP is half off after 5
  - Final decision: dessert is more cost-effective, we will try that for now
    - Briar should contact MIT Catering
- Andrea suggests that we advertise in the Tech for these events

Mentoring (Hans, Michelle, Caramae)
- Evan asks: can we work out a deal with the BSA to give members points for coming in to do desk crits?
  - Yes, AIA members can self-file (like independent study)
    - We want them to file so that we don’t have to pay for it
- Hans will talk to AIA

Interdepartmental mentoring
- We want to have a dialogue between studios – how to get upper and lowerclassmen to interact?
- Michelle – maybe we should have a general forum / bulletin board (physical or web-based) for questions and contact information, instead of matching buddies one to one
- Liz – have upperclassmen volunteer to go over and give crits, underclassmen can come over and see what we are doing and give crits
- Should be once a month, after studio
  - Have a sign-up sheet for each session
  - Tentative first date: Wednesday before first 4.104 review

Attracting new members
• We need to make our presence better known in the undergraduate dept
• Current members should encourage people to join at any time

**FORUM (Hans)**
• Met people from Wentworth, discussed their organization
• A lot of tours
• Will bring pictures to next meeting

**Further ideas**
• Jen – have a digital showcase of undergrad work on website
  o Steve will come up with rules of submission and studio tag
  o Steve will email archunder, and also encourage undergrads to submit to plazma
• We should put a calendar on the website ASAP
  o Just AIAS or all undergrad events?
    ▪ Can color-code for AIAS vs. non-AIAS
    ▪ Evan – it should be a resource for all course IV undergrad events
    ▪ Caramae can help because of experience with Wellesley website
    ▪ We should also have a paper copy to pass out at Thursday lectures
• Meetings will usually be on Thursdays at 7 from now on
  o should advertise AIAS meetings for a couple of weeks
• Next meeting: Thursday Feb. 12th at 7:00
  o Thursday, Feb. 19th at 7:00, first lecturer

**Things to do**
1. *Briar*: contact MIT catering about desserts for lecture series
2. *Lis*: make sure 4.101 and 4.104 students know about Barkitecture
3. *Andrea*: continue to work with Evan on lecture series publicity
   a. Advertise in the Tech?
   b. Electronic version for Wellesley members to email lists?
4. *Hans*: find out if BSA members would be interested in giving us crits in order to self-file for points
5. *Michelle/Evan/Steve*: find out date of first 4.104 review and schedule peer review session for the Wednesday before
6. *Steve*: come up with rules of submission and studio tag for undergrad showcase on the website, email archunder about submitting images and encourage submission to plazma also
7. *Members in general*:
   a. We need a CPW event to put in the program
   b. Contact Lis if interested in Barkitecture
   c. Come up with t-shirt ideas
   d. Email Steve with events for website
e. Encourage peers to attend the lecture series