UNIVERSITY OF CALGARY
SCHOOL OF ARCHITECTURE,
PLANNING AND LANDSCAPE

Fall 2025

Land Acknowledgement:

https://www.ucalgary.ca/indigenous/cultural-teachings/territorial-land-acknowledgement

Course Number: DSGN 403

Course Name: Transscalar Design Studio III - Large Scale

Classroom: [redacted]

- Lectures –Tuesday and Friday 1:00PM - 4:50PM

Instructor: Chris Hardwicke

- Email: chris.hardwicke@ucalgary.ca
- Phone: [redacted]
- Office Hours and Location: By appointment through email, before or after class ideally.
- Instructor Email Policy: Please note that all course communications must occur through your @ucalgary email, and I will respond to emails sent via students' @ucalgary emails within 48 hours excluding weekends and statutory holidays.

Class Dates:

Mandatory in-person classes: Tuesdays and Fridays, 1:00PM - 4:50PM, Sep 2, - Dec 5, 2025

Course Description:

- This studio explores architecture at the scale of urban regeneration, examining the mythological narratives of infrastructure, contamination, and redemption through the lens of Calgary's West Village brownfield site. Students will investigate how contaminated landscapes carry embedded stories of industrial progress and environmental consequence, and how these sites can be transformed into sustainable communities through innovative infrastructural urbanism approaches.
- West Village, located in Calgary, south of the Bow River, west of 14 Street, and north of the West LRT line, is an inner-city area that represents both Calgary's industrial heritage and its sustainable future. The site's history as a former Canada Creosote plant involved in railway tie production has created decades-old contamination issues next to the Bow River, making it a compelling case study for infrastructure mythology—the stories we tell about industrial progress, environmental damage, and community renewal.

- The studio positions mass timber construction as a contemporary mythology of sustainability and adaptability, challenging students to design hybrid building typologies that function simultaneously as architecture and urban infrastructure. These "productive loft" buildings will seamlessly transition between residential, office, and commercial uses while integrating active urban systems—energy generation, water treatment, food production, and waste processing. This infrastructural urbanism approach directly addresses Calgary's current office vacancy crisis and the complex building conversions happening throughout the downtown core, proposing instead buildings that work as productive components of larger urban sustainability networks.
- Through environmental remediation design, shoreline protection, community connectivity, and affordable housing strategies, students will develop comprehensive visions that transform this isolated brownfield into a complete Transit Oriented Community. The site benefits from existing transit infrastructure including the nearby Sunalta LRT station and proposed connections to a new Calgary Airport-Banff rail line, positioning it as a crucial node in the region's sustainable mobility network.
- Research Methods: The studio employs interdisciplinary research combining environmental contamination analysis, infrastructural urbanism theory, hybrid building typology studies, productive landscape design, and community engagement methodologies. Students will investigate buildings that function as urban infrastructure—integrating energy systems, water treatment, food production, and waste processing—while utilizing digital design tools, material testing, and stakeholder consultation to develop evidence-based design proposals that blur boundaries between architecture, landscape, and infrastructure.
- Academic Calendar Description: Advanced design studio focusing on brownfield redevelopment through sustainable construction methodologies and adaptive building typologies. Students develop comprehensive design proposals addressing environmental remediation, community building, and flexible architectural solutions.
- Academic Calendar description: https://calendar.ucalgary.ca/courses/1660611
- Course Hours: 6 units; (0-4)

Requisites: See Section 3.3.5 of the Academic Calendar for more information regarding School of Architecture, Planning and Landscape courses.

- Prerequisite(s): Design 301 or 302; and 304 or 305; and admission to the Bachelor of Design in City Innovation program.
- Antirequisite(s): Credit for Design 403 and either 401 or 402 will not be allowed.

Course Delivery:

- Class delivery is a mandatory in-person format with some exceptions discussed in class and with respect to developing circumstances.
- In case where remote learning is required, a synchronous Zoom modality will be adopted.
- Desire2Learn (D2L) will be used to facilitate the submission and evaluation of all course materials with the exception of in person evaluations and desk critics.

Course Learning Outcomes:

Upon completion of this course, students will know and be able to:

1. **Analyze contaminated sites as carriers of industrial mythology and regenerative potential** - Students will critically examine how brownfield sites embody narratives of industrial progress and environmental consequence and develop design strategies that acknowledge this history while enabling community renewal.
2. **Design hybrid building typologies that function as urban infrastructure** - Students will demonstrate proficiency in mass timber construction techniques and design "productive loft" buildings that seamlessly convert between residential, office, and commercial functions while integrating active urban systems including energy generation, water treatment, food production, and waste processing to become productive components of urban sustainability networks.
3. **Integrate environmental remediation with community development strategies** - Students will develop comprehensive approaches that address soil contamination, shoreline protection, and ecological restoration while creating vibrant mixed-use communities with affordable housing components.
4. **Create connectivity solutions for infrastructure-isolated sites** - Students will design physical and programmatic connections that integrate brownfield sites with existing communities, overcoming barriers created by transportation infrastructure and industrial land uses.
5. **Synthesize sustainability principles across multiple scales of intervention** - Students will demonstrate ability to coordinate environmental, social, and economic sustainability from site remediation through building construction to community programming and long-term stewardship strategies.

Learning Resources:

- Recommended readings, textbooks, and learning materials:
    - Allen, Stan. Points + Lines: Diagrams and Projects for the City. Princeton Architectural Press, 1999. (Infrastructural thinking and urban design)
    - Baum, Martina (Editor), Christiaanse, Kees (Editor). City as Loft: Adaptive Reuse as a Resource for Sustainable Urban Development. gta publishers, 2013.
    - Beatley, Timothy. Repairing Cities: Engineering, Technology, and the Environment. University of Virginia Press, 2018.
    - Bélanger, Pierre. Landscape as Infrastructure. Routledge, 2017. (Working landscapes and productive systems)
    - Calthorpe, Peter. The Next American Metropolis. Princeton Architectural Press, 2013. (TOD principles and brownfield redevelopment)
    - Czerniak (ed.), Julia. CASE: Downsview Park Toronto. Harvard Design School, 2001. (Landscape remediation strategies)

    - Easterling, Keller. Extrastatecraft: The Power of Infrastructure Space. Verso, 2014. (Infrastructure space and agency)
    - Fitzgerald, Des. The City of Today is a Dying Thing. Faber and Faber, 2024.
    - Herzog, Thomas; Natterer, Julius, and Schweitzer, Roland. Timber Construction Manual. 6th edition. Birkhäuser, 2012. (Mass timber systems and detailing)
    - Waldheim, Charles. Landscape as Urbanism. Princeton Architectural Press, 2016. (Landscape infrastructure approaches)
    - Course readings packet including Calgary environmental assessment reports, infrastructural urbanism case studies (High Line NYC, Cheonggyecheon Seoul, Copenhagen Climate Adaptation Plan), productive building precedents, and community engagement guidelines (available through D2L)
- Technology requirements:
    - To successfully engage in their learning experiences at the University of Calgary, students taking online, remote, and blended courses are required to have reliable access to the following technology:
        - A computer with a supported operating system, as well as the latest security, and malware updates;
        - A current and updated web browser;
        - Webcam (built-in or external);
        - Microphone and speaker (built-in or external), or headset with microphone;
        - Current antivirus and/or firewall software enabled;
        - Broadband internet connection
        - Most current laptops will have a built-in webcam, speaker and microphone.
        - Student IT Resources
    - **GIS Software:** ArcGIS Pro (available through university license)
    - **3D Modeling:** Rhino 7 with Grasshopper (parametric design)
    - **Adobe Creative Suite:** For graphic presentation and data visualization
    - **AutoCAD or similar 2D drafting software**
    - High-performance laptop capable of running 3D modeling and GIS software
    - Large format printing access for final presentation materials
- BDCI Makerspace Training Requirement:
    - If a course requires the use of the BDCI Makerspace, students must complete all relevant online University of Calgary safety courses and the online Trajectory Safety training course to be granted access to the BDCI Makerspace.

Special Budgetary Requirements:

Students will be expected to acquire the required and refence books, materials and supplies for models, drawings, and presentations throughout the semester. These materials may include items like card stock, millboard, foam blocks, basswood, or other similar goods used for drawing, modeling, and presentations.

These supplies will be available within the school and/or at local art supply stores. Students are responsible for obtaining these materials for use in their design projects.

Additional Classroom Conduct and Related Information:

- **Code of Conduct:** The SAPL Studio spaces and other SAPL/University-provided facilities and equipment are governed by the University's Student Non-Academic Misconduct Policy. Professional and courteous behavior is expected at all times. For more information, please refer to Appendix 1: Prohibited Conduct, including the following categories: 1. Protection of Individuals; 2. Protection of Property; 3. Protection of University Functions, Activities and Services; 4. False Information and Identification; 5. Possession or Use of Dangerous Objects, Drugs or Alcohol; 6. Aiding in the Commission of an Offence; 7. Contravention of Other Laws and University Policies; and 8. Failure to Comply with a Sanction.
- Guidelines for Zoom Sessions in Online Classes: Students are expected to participate actively in all Zoom sessions and to turn on their webcam. Please join our class in a quiet space that will allow you to be fully present and engaged in the Zoom sessions. Students must behave in a professional manner during the session. Students, employees, and academic staff are also expected to demonstrate behaviour in class that promotes and maintains a positive and productive learning environment.
- If video conferencing tools such as Zoom or Microsoft Teams will be used during course activities, provide information related to student learning and conduct, and indicate whether these sessions will be recorded.
    - E.g., Zoom is a video conferencing program that will allow us to meet at specific times for a “live” video conference, so that we can have the opportunity to meet each other virtually and discuss relevant course topics as a learning community.

      To help ensure Zoom sessions are private, do not share the Zoom link or password with others, or on any social media platforms. Zoom links and passwords are only intended for students registered in the course. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor’s permission.

      The use of video conferencing programs relies on participants to act ethically, honestly and with integrity; and in accordance with the principles of fairness, good faith, and respect (as per the Code of Conduct).

      When entering Zoom or other video conferencing sessions (such as Microsoft Teams), you play a role in helping create an effective, safe and respectful learning environment. Please be mindful of how your behaviour in these sessions may affect others. Participants are required to use names officially associated with their UCID (legal or preferred names listed in the Student Centre) when engaging in these activities. Instructors/moderators can remove those whose names do not appear on class rosters.

Non-compliance may be investigated under relevant University of Calgary conduct policies (e.g., Student Non-Academic Misconduct Policy).

If participants have difficulties complying with this requirement, they should email the instructor of the class explaining why, so the instructor may consider whether to grant an exception, and on what terms. For more information on how to get the most out of your zoom sessions visit: https://elearn.ucalgary.ca/guidelines-for-zoom/

If you are unable to attend a Zoom session, please contact your instructor in advance to arrange an alternative activity for the missed session (e.g., to review the recorded session). Please be prepared, as best as you are able, to join class in a quiet space that will allow you to be fully present and engaged in Zoom sessions. Students will be advised by their instructor when they are expected to turn on their webcam (for group work, presentations, etc.).

The instructor may record online Zoom class sessions for the purposes of supporting student learning in this class – such as making the recording available for review of the session or for students who miss a session. Students will be advised before the instructor initiates a recording of a Zoom session. These recordings will be used to support student learning only and will not be shared or used for any other purpose.

- **Communication with the Instructor Outside of Class Time:**
  To communicate with the instructor outside of class, please use your UCalgary email account. The instructor will respond within a maximum of 2 business days. In case of emergencies, students may text the phone number provided above. If the instructor determines that email communication is not optimal, t hey may suggest a phone call, virtual meeting, or in -person meeting instead.

Assessment Components:

The University policy on grading and related matters is described in F.1 and F.2 of the Academic Calendar. In determining the overall grade in the course, the following weights will be used:

Assessment Method	Description	Weight	Aligned Course Learning Outcome
A1: Site Analysis	Comprehensive environmental analysis including contamination mapping, shoreline protection design, and community connectivity strategies using GIS and environmental modeling tools	25%	1, 3

A2: Productive Loft Typology Development	Design and structural analysis of hybrid mass timber building systems that function as urban infrastructure—integrating energy, water, waste, and food systems while capable of conversion between residential, office, and commercial uses, including technical integration strategies and construction methodology	35%	2, 4, 5
A3: Complete Community Master Plan	Integrated master plan for West Village TOC including remediated landscapes, mass timber building deployment, affordable housing strategy, public spaces, and transit connections	40%[CL1]	3, 4, 5

- Assessment and Evaluation Information:
  - Students missing required studio sessions for valid excuses must contact instructor within 24 hours to arrange make-up work
  - For missed in-person assessments with valid excuse, alternative arrangements will be made case-by-case, potentially including recorded presentations or extended deadlines
  - Late submissions for online components (research documentation, digital files) with valid excuse may be accepted without penalty at instructor discretion
  - Late assignments without valid excuse lose one letter grade per 24-hour period; assignments more than four days late receive automatic zero
  - Missed in-person presentations without valid excuse receive automatic zero

- Attendance and Participation Expectations:
  - Students are expected to attend and come prepared to meaningfully engage in all studio sessions. This includes producing or preparing content necessary for discussion and contributing to individual and class-wide discussions and/or conversations/assessments with the Course Instructor.
  - **Excused Absences**: In the event of an exceptional circumstance (e.g., illness, bereavement, etc.) or an exceptional opportunity (e.g., varsity athletic competition, national conference or awards ceremony, pow wow, etc.) up to four excused absences (for courses that meet twice or more per week) and up to two excused absences (for courses that meet once per week) are allowable per semester before jeopardizing one's own course grade and ability to pass the course. However, any such arrangements must be approved by the Instructor with advance notice by the student.
  - **Unexcused Absences**: Attendance at all class sessions and participation in all assessments is mandatory. Unexcused absences in excess of two per semester (for courses that meet twice per week) and one per semester (for courses that meet once per week) are grounds for failure in the course.
  - **Total Number of Absences**: The combined total number of excused AND unexcused absences per semester cannot exceed four per semester (for courses that meet twice

per week) or two per semester (for courses that meet once per week). Any number in excess are grounds for failure in the course.

- Guidelines for Submitting Assignments:
  - All assignments (e.g., projects, papers, presentations, etc.) must be turned in on time.
  - All digital submissions through D2L Dropbox in PDF format unless otherwise specified
  - File naming convention: "DSGN403_F25_LastName-FirstName_Project#_Description"
  - Students are responsible for ensuring that all submitted digital files are in the correct format, complete, and accessible. Submissions that are corrupt, empty, incorrect (e.g., wrong file type), or inaccessible may receive a grade of zero. It is not the Instructor's responsibility to verify or notify students of submission errors. Students are encouraged to double-check their uploads and retain confirmation of successful submission.
  - Physical models and large format presentations submitted during scheduled critique sessions
  - **Late Assignments:** Please see above for the course's policy on late assignments/assessments.

- Final Examinations:
  - This course has no final examination. Final project presentations serve as culminating assessment activity during scheduled final review sessions.
- Expectations for Writing:
  - Please see the "Copyright and Legislation" Section of the University of Calgary Policies and Supports for information on the use of AI in this course.
  - Section E.2 Writing Across the Curriculum: https://calendar.ucalgary.ca/pages/2c2d1ce47b8c4d008aec9cc3da49876e
- Criteria that must be met to pass:
  - Satisfactory completion of all three major projects (minimum C- grade on each)
  - Attendance requirements met (no more than four total absences)

Flexible Grade Option (CG Grade):

As per Section 3.5.1 of the Academic Calendar, the School of Architecture, Planning and Landscape will not permit the Flexible Grade Option (CG Grade) for any course offered by the School, with the exception of the following courses:

- Architecture 201
- Landscape Architecture 201
- Planning 201

Grading Scale:

Based on Section F.1.1 of the Academic Calendar

Grade	Grade Point Value	4-Point Range	Percent	Description
A+	4.00	4.00	95-100	Outstanding performance
A	4.00	3.85-4.00	90-94.99	Excellent performance
A-	3.70	3.50-3.84	85-89.99	Approaching excellent performance
B+	3.30	3.15-3.49	80-84.99	Exceeding good performance
B	3.00	2.85-3.14	75-79.99	Good performance
B-	2.70	2.50-2.84	70-74.99	Approaching good performance
C+	2.30	2.15-2.49	65-69.99	Exceeding satisfactory performance
C	2.00	1.85-2.14	60-64.99	Satisfactory performance
C-	1.70	1.50-1.84	55-59.99	Approaching satisfactory performance. **Minimum grade requirement for SAPL prerequisite courses.**
D+	1.30	1.15-1.49	50-54.99	Marginal pass. Insufficient preparation for subsequent courses in the same subject.
D	1.00	0.50-1.14	45-49.99	Minimal Pass. Insufficient preparation for subsequent courses in the same subject.
F	0.00	0-0.49	0-44.99	Failure. Did not meet course requirements.

Topic Areas and Detailed Class Schedule:

Course Schedule Date	Topic	Learning Activity	Assessments and Due Dates
Sep 2-5	**Transscalar Studio Launch Session** will take place on **Tuesday, September 2nd, from 1:00-3:00 PM at the Calgary Public Library**. Studio Launch: Infrastructure, Contamination & Renewal		
Sep 9-12	Course introduction	West Village site analysis,	A1: Site documentation assignment

		contamination mythology discussion	
Sep 15-19	Site Investigation Field Work	Field Work: West Village site visit	A1: progress review
Sep 22-26	Site Analysis	Site mapping workshop	**A1: Due Friday Sep 26 Before Class** Site analysis presentation
Sep 29	Remediation Case Studies	Brownfield redevelopment precedents, ecological restoration strategies	A2: Brownfield / Mass timber research assignment Introduction
Tuesday, September 30	National Day for Truth and Reconciliation, University closed		
Oct 1-3	Mass Timber Systems Introduction	Material properties workshop, structural system overview, connection methods demonstration	A2: development continues
Oct 6-10	Adaptive Building Typologies	Loft conversion case studies, flexible design strategies, program analysis	A2: development continues
Wednesday, October 8	City Futures: Undergraduate Design Research Symposium		
Monday, October 13	Thanksgiving Day, University closed		
Oct 14-17	Mass Timber Design Workshop	Structural calculation methods, connection design, fabrication techniques	A2: development continues
Oct 20-24	Infrastructural Urbanism & Hybrid Typologies	Architecture as urban infrastructure analysis, productive building case studies (Copenhagen Climate Adaptation, Singapore City in a Garden), hybrid	A2: development continues

		system integration strategies	
Oct 27-31	Productive Building Systems Integration	Energy generation, water treatment, food production, and waste processing integration in mass timber buildings; building-as-infrastructure precedents	**A2: Due Friday Oct 17 Before Class** A2: Presentation A3: Master Plan Introduction
Nov 3-7	Buildings That Work: Technical Integration	Productive landscape systems, urban agriculture integration, renewable energy systems, circular economy principles	A3: development continues
Nov 9-15	Term Break, no classes		
Nov 17-21	Shoreline Protection & Ecology	Bow River ecosystem analysis, flood mitigation, riparian habitat restoration	A3: desk reviews
Nov 24-28	Integrated Master Planning	Site-wide coordination, phasing strategies, infrastructure integration	A3: interim presentation
Dec 1-4	Final Design Development	Community stakeholder presentation preparation, technical drawing completion	A3: final development
Friday, December 5	**A3: Due Friday Dec 5** Last day of classes		
Monday, December 8	Final Reviews + Reception (full day): third-year BDCI		
Tuesday, December 9	Start of exams		

Friday, December 19	End of exams

Scheduled Out-of-Class Activities:

The following out-of-class activities are scheduled for this course:

Activity	Location	Date and Time	Duration
Environmental Site Assessment Field Trip	West Village Calgary & Contamination Analysis Lab	September 16, 2025, 1:00PM-5:00PM	4 hours

University of Calgary Policies and Supports:

UNIVERSITY OF CALGARY COVID-19 UPDATES AND PROCEDURES

https://www.ucalgary.ca/risk/emergency-management/covid-19-response/covidsafe-campus

ACADEMIC ACCOMMODATION

https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations

It is the student's responsibility to request academic accommodations according to the University policies and procedures listed below. The student accommodation policy can be found at: https://www.ucalgary.ca/legal-services/university-policies-procedures/student-accommodation-policy

Students needing an accommodation because of a disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities: https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Accommodation-for-Students-with-Disabilities-Procedure.pdf

Students needing an accommodation in relation to their coursework or to fulfil requirements for a graduate degree, based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to their instructor (contact information on first page above).

Student Accessibility Services will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/.

ACADEMIC MISCONDUCT

Academic Misconduct refers to student behavior which compromises proper assessment of a student's academic activities and includes: cheating; fabrication; falsification; plagiarism; unauthorized assistance; failure to comply with an instructor's expectations regarding conduct required of students completing academic assessments in their courses; and failure to comply with exam regulations applied by the Registrar.

For information on the Student Academic Misconduct Policy and Procedures please visit:

- Student Academic Misconduct Policy: https://www.ucalgary.ca/legal-services/university-policies-procedures/student-academic-misconduct-policy
- Student Academic Misconduct Procedure: https://www.ucalgary.ca/legal-services/university-policies-procedures/student-academic-misconduct-procedure

Additional information is available on the Academic Integrity Website at https://www.ucalgary.ca/student-services/student-success/learning/academic-integrity.

COPYRIGHT LEGISLATION

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (https://www.ucalgary.ca/legal-services/university-policies-procedures/acceptable-use-material-protected-copyright-policy) and requirements of the Copyright Act (https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks, etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy (https://www.ucalgary.ca/legal-services/university-policies-procedures/student-non-academic-misconduct-policy).

Notice to Students Regarding Use of Generative Artificial Intelligence (AI) Applications and Tools in Learning Environments

- **Restricted Use:** The use of generative AI, including the use of work created by generative AI tools and applications in course assignments and assessments may be considered in accordance with the university's academic misconduct policy. https://www.ucalgary.ca/legal-services/university-policies-procedures/student-academic-misconduct-policy If you are in doubt as to the use of generative AI tools in this course, please discuss your situation with the course instructor.

INSTRUCTOR INTELLECTUAL PROPERTY

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

PROTECTION OF PRIVACY ACT

The University of Calgary (University) respects your privacy and is committed to ensuring the privacy of all students, staff, and community members. UCalgary's collection, use, and disclosure of your personal information is authorized under section 4(c) of the Alberta Protection of Privacy Act (POPA). It will be collected, used and disclosed as permitted under POPA and in accordance with the University's Privacy Policy and Notice of Collection, Use and Disclosure of Student Personal Information. All student assignments and personal information provided to your course instructor will remain confidential unless otherwise stated before submission. It will not be disclosed to anyone else without your permission unless permitted under POPA.

SEXUAL AND GENDER-BASED VIOLENCE POLICY

The University recognizes that all members of the University Community should be able to learn, work, teach and live in an environment where they are free from harassment, discrimination, and violence. The University of Calgary's Sexual and Gender-Based Violence Policy guides us in how we respond to incidents of sexual and/or gender-based violence, including supports available to those who have

experienced or witnessed sexual/gender-based violence, or those who are alleged to have committed sexual/gender-based violence. It provides clear response procedures and timelines, defines complex concepts, and addresses incidents that occur off-campus in certain circumstances. Please see the policy available at https://www.ucalgary.ca/legal-services/university-policies-procedures/sexual-and-gender-based-violence-policy.

UNIVERSITY STUDENT APPEALS OFFICE

If a student has a concern about a grade that they have received, they should refer to Section I of the Undergraduate Calendar (https://calendar.ucalgary.ca/uofcregs/university-regulations/reappraisal-term-work) which describes how to have a grade reappraised.

OTHER IMPORTANT INFORMATION

Please visit the Registrar's website at https://www.ucalgary.ca/registrar/registration/course-outlines for additional important information on the following:

- Wellness and Mental Health Resources
- Student Success
- Student Ombuds Office
- Student Union (SU) Information
- Graduate Students' Association (GSA) Information
- Emergency Evacuation/Assembly Points
- Safewalk

Design Studio Health and Safety

Studios at SAPL are designated as lab-like environments under the University of Calgary's Environmental Health & Safety (EHS) requirements. All students and instructors must comply with both university-wide safety standards and the SAPL-specific studio rules outlined below. These rules are in place to ensure a safe, functional, and respectful working environment for everyone. Failure to comply may be considered Academic or Non-Academic misconduct and be subject to disciplinary action, including loss of studio and/or workshop privileges under the SAPL demerit system.

Conduct & Culture

- No horseplay, pranks, or behavior that could distract or endanger others. Keep voices and music at levels that don't mask hazards or emergency instructions.
- All posted door placards and safety signage must be followed at all times.

Fire Safety, Exits & Evacuation

- Keep aisles, doors, and all emergency equipment fully clear at all times; do not block exits with models, carts, or materials. Obey Emergency/Fire Wardens during drills and alarms.
- Nothing may be stored on top of lockers (fire code/OH&S).
- During an evacuation: leave immediately, use stairs, go to the assembly point, and wait for the all-clear.

Prohibited & Restricted Items in Studios

- No flammable sprays or solvents (e.g., spray paint, spray glue, fixatives) may be used or stored in studios. Use only in a designated spray booth with ventilation.
- Freshly laser-cut plastics must not be stored in studios due to off-gassing; allow time for ventilation per shop guidance.
- No concrete powder storage in studios.
- No small kitchen appliances (kettles, coffee makers, hot plates, etc.).
- No drugs or alcohol may be consumed or stored on campus.

Materials

- Use only materials approved for studio use. If you have any questions, please ask your instructor, workshop personnel, or the Manager of Faculty Operations.
- Store materials neatly; dispose of hazardous waste per posted instructions—never in regular bins.

Housekeeping & End-of-Term Cleanout

- Maintain a clean, orderly workstation; manage offcuts and trip hazards promptly.
- End of term: remove all models and supplies from studios and model storage by posted deadlines—items left will be discarded.

Layout, Furniture & Power

- Do not relocate furniture to other areas or reconfigure studio layouts without authorization from Faculty Operations.
- Each student may have one locker only.
- Nothing may be hung from ceilings except approved extension cords for power. If you need additional power, contact a technician or Building Operations; do not DIY electrical setups. Personal heaters require Faculty Operations approval.

Working Hours, Security & Working Alone

- After hours: do not admit unknown persons; theft and damage have occurred this way.
- If anyone is actively building/cutting/gluing, studio lights must remain on for safety.
- Working alone: follow UCalgary's Working Alone Standard—use the UCSafety App check-in feature or an approved plan, especially after hours.

PPE & Personal Safety

- Tie back long hair; avoid loose clothing, scarves, dangling jewelry, and headphones when performing tasks that could snag. Wear eye protection when there's risk from cutting/sanding/particulates; use respiratory protection/booths where required.
- Closed-toe footwear is mandatory; hearing/respiratory protection as task-appropriate. (See posted signage and SDS guidance.)

Tools & Equipment in Studios.

- Use tools only for their intended purpose and only those permitted in studios by your instructor and posted rules. High-risk tools (e.g., power tools) are not operated in studios without coordination with workshop personnel.
- Report damaged or malfunctioning furniture or equipment immediately—do not attempt repairs yourself.

Incidents, Reporting & Enforcement

- Report all injuries, near misses, and hazards immediately to your instructor and Campus Security; complete required incident reports per university procedure.
- Safety violations may be considered Academic or Non-Academic misconduct and trigger disciplinary action. Persistent non-compliance is escalated to Faculty Operations/Associate Dean.

Instructor Responsibilities (Studios)

- Instructors are responsible for monitoring and enforcing studio safety, addressing prohibited activities (e.g., sprays in studios, blocked exits), and escalating repeat violations to Faculty Operations. (Workshop personnel focus on workshop safety under the revised framework.)