

BUTLER ARMSDEN  
ARCHITECTS





# OUR VALUES

DEI stands for diversity, equity, and inclusion. The Butler Armsden DEI committee's purpose is to support underrepresented groups in architecture and promote equity and inclusion in the architectural profession. The group strives to progress BAA internally through events, education, and office improvements, and externally through partnerships, volunteering opportunities and monetary support for local organizations and schools.



# OUR PEOPLE



**Aby Mariani**  
Job Captain



**Nuri Lee-Hong**  
*she / her / hers*  
Junior Project Manager



**Andrea Gonzalez**  
Admin Assistant



**Sabrina Strauss**  
*she / her / hers*  
Office Manager



**Barbara Wilson**  
*she / her / hers*  
Project Manager



**Janet Ni**  
*she / her / hers*  
Job Captain



**Sarah Reyes**  
Admin Assistant



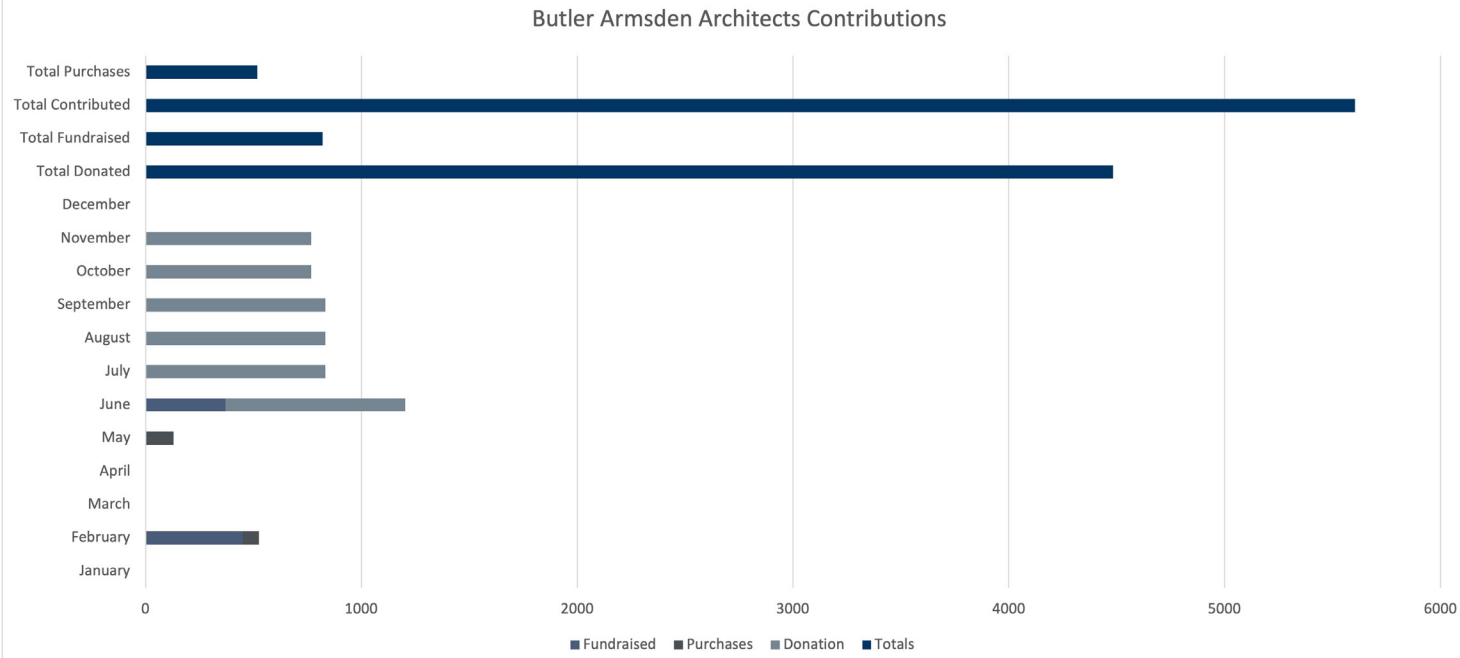
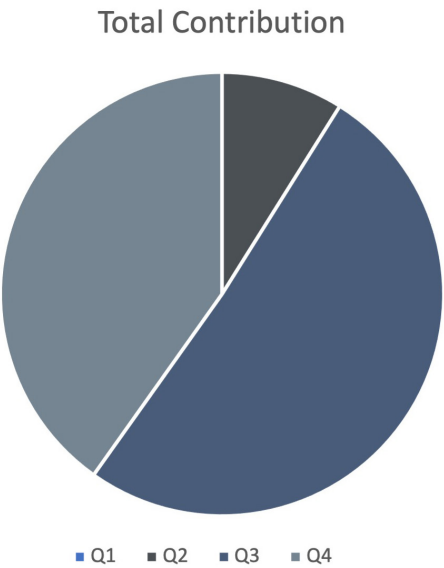


Federico Engel (Managing Principal), Glenda Flaim (Managing Principal) and Chandra Campbell (CEO).

In the DEI Committee’s first year, \$5,603.31 was contributed to various organizations throughout San Francisco, with \$4,483.31 donated from committee funds, and \$1,120.00 fundraised by the office. The Committee donated to: Spark SF, SheBuilds, Hispanic Scholarship Fund, LEAP, SF Marin Food Bank, Larkin Street Youth Services, and Youth Art Exchange.

By contributing time or money to organizations that influence education and inclusivity, the committee strives to provide resources to those that have been historically marginalized. Through these efforts, we hope to create a ripple effect within the profession in acknowledging and supporting underrepresented groups.

The DEI Committee’s goals are closely in line with the Lewis W. Butler Foundation, which was created to honor the firm’s founder and our shared belief in education, youth, and the design community. The foundation provides scholarship, internship, and mentorship opportunities to young people interested in architecture and design, and strives to prioritize students who are economically disadvantaged and/or are from groups that are underrepresented in design fields. Find out more here: [www.lewiswbutterfoundation.org](http://www.lewiswbutterfoundation.org)





# OUR WORK

Pushing BAA's internal operations to support diversity, equity, and inclusion and organizing community outreach and partnership opportunities.



INTERNAL  
IMPROVEMENTS



*I learned about the importance of diversity, at work and in my personal life, when I moved to the US, and I am more than grateful to have been surrounded by so many people of different cultural backgrounds, gender identities and spiritual beliefs. They enriched my life by inspiring me to be reflective about my own biases, perspectives and behavior that led to change and improvement. At the same time, I became aware of issues that race and gender minorities can face, both at work and in life, that weren't on my radar. Knowing that there are ways to address the injustices so many people I admire and cherish have to face is my motivation to be part of a group of likeminded people.*

Sabrina Strauss, Office Manager

PRIMARY INSTEAD OF MASTER

With an understanding of the history and meaning behind the term “master bedroom”, BAA shifted to using “primary” instead in reference to the main suits in homes. This will be the consistent term used on all project documents moving forward.

ADDED PRONOUNS TO EMAIL SIGNATURES

All staff are given the opportunity to include their pronouns in their email signature. The option to use pronouns in BAA's office standard signature affirms gender identities of BAA staff and helps create a safe space within the workplace.

Best,  
Chelsea Edgerton, Architect, LEED GA  
she / her / hers

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VENDOR LIST OF LGBTQ, MINORITY & WOMEN RUN  
BUSSINESSES

The committee created a list of restaurants that are owned by women, POC, or members of the LGBTQIA community to utilize when ordering staff lunches or providing to vendors ordering food for the office. We are happy to share the list openly with any local firms to spread the support.

BATHROOM GENDER NEUTRAL SIGNS



BAA previously had a male, female and gender neutral bathroom. The committee coordinated efforts to update signage to facilitate inclusivity for both our employees and visitors. The new design eliminates the human figure altogether and centers the ADA symbol to emphasize the accessible use of each bathroom.



CULTURAL EVENTS  
AND EDUCATION

Outside of Butler Armsden's regularly occurring social events, the DEI Committee hosts a variety of events throughout the year to celebrate and educate staff on culturally significant practices and experiences.

BAA provides an inclusive space for everyone of different cultures to share traditions and experiences with one another.

HISPANIC HERITAGE MONTH

BAA Staff member Mariana Mijangos led a salsa making class in October to celebrate and honor Hispanic Heritage Month.

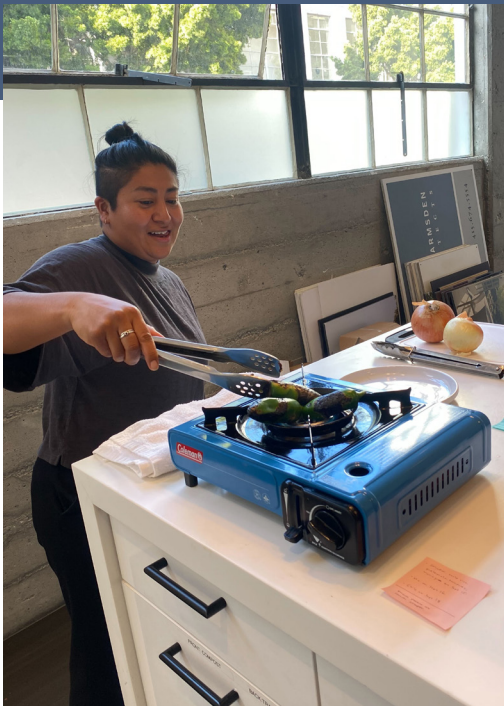


AAPI HERITAGE MONTH

BAA Staff member Jessica Yeh led a traditional Taiwanese tea ceremony in May (AAPI Heritage Month) to share the ritual practice of tea making and tasting in Taiwan.

LUNAR NEW YEAR

BAA staff who celebrate Lunar New Year brought a variety of snacks from their various cultures to share with the office.



BAA has always prided itself on having at least half of the staff be women, and over the years has been very international, with staff from all over the globe. The focus on continuing to diversify even further and with intention feels like the natural evolution of BAA history.

Chandra Campbell, CEO

HOSTED A BROWN BAG LUNCH  
“HOW DO YOU SAY THAT?”

FRENCH		CONSONANTS									
		b	c	ch	ç	d	f	g	gn	gu	h
		[b]	[s/k]	[ʃ]	[s]	[d]	[f]	[ʒ/g]	[ɲ]	[g]	Ø
		j	k	l/l	m	n	p	q	r	rr	s
		[ʒ]	[k]	[l/Ø]	[m~Ø]	[n~Ø]	[p]	[k]	[ʀ/ʁ]	[ʁ]	[s~z]
		t	v	w	x	y	z				
		[t]	[v]	[v/w]	[ks]	[i/j]	[z]				

MANDARIN		CONSONANTS	
Chinese spelling	English “Cheat”	Examples	
Zh	J	Zhou = Joe Zhang = Jong	
Z	Z*	Zi = Zi	
X	Sh*	Xu = Shoe Xi = She	
Q	Ch	Qi = Chee Qian = Chee-an	

This event allowed for staff to connect and share on the intended way of name pronunciation, along with learning more about the backgrounds of the different languages that are familiar to staff.

SPANISH		SPANISH CONSONANTS			
		Spanish is phonetic which makes it easy to pronounce, as long as you know what the letters sounds like! <i>¡Es Muy Fácil!</i>			
VOWELS	PRONUNCIATION	EXAMPLE	SPANISH CONSONANTS	PRONUNCIATION	EXAMPLE
A	ah	adios	CH	ch	Chocolate
E	eh	espacio	J	hh	Jalapeño
I	ee	insecto	LL	yeh	Lluvia (rain)
O	oh	opera	R	r (soft)	Radio
U	oo	union	RR	r (hard)	Perro (dog)
			Ñ	n	Niño (boy)
			X	hh	Oaxaca
			H	--	Hospital (h is silent)

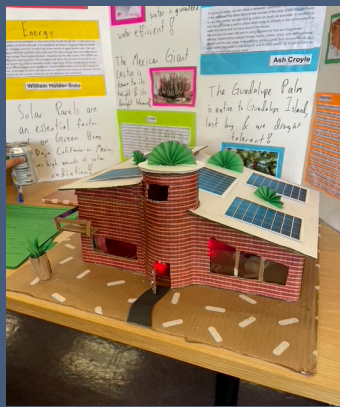


SUPPORTING PUBLIC SCHOOLS

BAA values contributing towards engaging and providing resources to the communities around us. Many of our staff members volunteer time to be present in the educational community.

Our staff has participated in high school student mock interviews, capstone project reviews, career panels, and BAA office or job site tours. Our focus is on local public high schools with students from underrepresented groups in architecture.

By providing early insight into the architectural field for these students, the committee hopes to make the profession a more diverse and welcoming space.



*Education has always been my personal passion since we first started being involved with the Leap's Sandcastle Classic. I would love to see the DEI committee continuing doing outreach in the education field (high school or even elementary school, UHC's Summerbridge etc.). The internal education and awareness is equally important (black architects presentation, museum visits etc).*

Glenda Flaim, Managing Principal



In addition to the various internal improvements BAA focuses on throughout the year, BAA is involved with a multitude of outreach efforts. BAA aims to use our agency, resources, and access to uplift and provide opportunities to underrepresented groups. Activities involve volunteering, education for youth, and monetary contributions.

ANNUAL VOLUNTEER DAY

This past year, the DEI committee implemented a BAA annual volunteer day where the office selects a holiday of choice and an organization of choice to volunteer at. This past year, BAA chose to volunteer at a "pop-up pantry" by SF-Marin Food Bank in celebration of Juneteenth. BAA staff helped bag free groceries for local individuals in need.







Architecture as a profession focuses on shaping and influencing our built environment and the people who live in it. In order to truly impact the world around us in a positive way we need to make sure the spaces we create are safe and inclusive, both in the work we create and our work place itself.

Nuri Lee-Hong, Junior Project Manager

SHE BUILDS + REBUILDING TOGETHER SF

BAA has had a longstanding relationship with SheBuilds, an organization nested under Rebuilding Together SF dedicated to providing repairs for women-headed households and women-centered spaces. A handful of BAA's female staff members participated in two volunteer days where they helped beautify a community garden and renovate a private backyard.

**Spring Build Day - She Builds**  
This project was at the home of an SF resident who has been unable to tend to her yard due to chronic health issues. General volunteers weeded, mulched, and replanted her back yard, while female electricians fixed wiring issues within her house.

**Fall Build Day - Rebuilding Together SF**  
This project was a park beautification effort in Daly City. Participants weeded, mulched, and painted a mural.





CONTRIBUTIONS AND DONATIONS

As part of its outreach efforts, the DEI committee also chose to contribute and donate to a number of organizations. Donation efforts included organizing an office-wide clothing drive, canned food drive, and donating office furniture/supplies to local schools. This past year, the committee also allocated portions of its budget and/or came up with fun and interactive ways for the office to participate in fundraising for various organizations throughout the year.

**School donations** - When BAA finds itself with surplus equipment, furniture, or electronics, the committee reaches out first to public schools. Our 2022 donations included a TV, a large table, and other miscellaneous school supplies.

**Raffles** - For Black History Month and Pride Month, the DEI committee purchased “prizes” from Black and LGBTQIA owned businesses respectively and hosted office wide raffles. Staff members purchased tickets for entry with a winner taking the prize. The committee donated the entries to NOMA for Black History Month, and Lyric Center for LGBTQ Youth for Pride Month.

**Clothing drive** - Each fall, BAA staff pools together gently used women’s clothing to Dress for Success, an organization that provides free professional clothing to women in need.

**Fantasy Football** - The first BAA Fantasy Football league was created as an opportunity for staff to fundraise for charity. Staff members each chipped in a participation fee, and at the end of the season, the winner chose a charity to contribute the winning pot towards. Last year, our winner donated our \$300 grand prize to Larkin Street Youth Services.

**Canned Food Drive** - In the spirit of the holidays, BAA coordinated a food drive to Huckleberry Youth Programs, an organization for LGBTQIA children in need of shelter or other support.



*The implementation of the DEI committee has made me feel so much more connected to the community we live in. Our work is people centric and having more awareness about our communities is very important. We’ve had a unique approach with our committee and try really hard to use it as an opportunity to educate ourselves and others about architecture and design while being sensitive to different groups of people, and that has been very enlightening this past year.*

Aby Mariani, Job Captain





# OUR VISION

While this report demonstrates the ways in which BAA has already grown, we are equally excited for what the future of our DEI journey holds.



*I challenge our committee to continue to bring people together both internally and externally. I believe our committee can be a resource to connect with not just ourselves or the community. We have an ability to impact other firms and be trend setters within the world of DEI.*

**Sarah Reyes, Administrative Assistant**



