

Project Number 110451
Purpose Subject Area Meetings: Series 2
Location EMU – Bean East Conference Room

Start Time 4:00-4:45

Subject Area: Holden Leadership Center

Time allowed: 45 Minutes

1.0	Introductions, Review Agenda, Expected Outcome	
2.0	Review updated Square Footage and room summaries based upon SAC meeting 1	
3.0	Review flow diagram of internal organization of Holden Leadership Center	
4.0	Illustrate office and conference room types	
5.0	Share images of similar spatial or furniture types for discussion	
6.0	Prioritize space needs in program	
7.0	Review Affinity diagrams	
8.0	Recap/Decisions/Next Steps	