**2118 Building User Group (BUG) Meeting Timeline – as of 10/21/15**

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| **Date** | **Topic** | **Outcome** | **Notes** |
| \*October 14 | Introduction to work and commitment | All user group members know what their commitment |  |
| \*October 21 | TourSurvey results – faculty students  | Understanding of Strengths and Opportunities |  |
| \*October 28 | Research & Survey Development | -Review literature on classroom design-Start to build survey questions  |  |
| November 3 – RFQ to Identify Architecture due to District by 11AM |
| \*November 4 | Classroom Design –  | survey development & prepare for College hour discussion |  |
| November 10 - BOARD MEETING |
| \*November 10 | College hour discussion about Classroom Design | Test survey to be sent out to all. Refine survey & send out week of 11/16 and close 11/30 |  |
| November 11 | HOLIDAY |
| November 16 District send list and rankings |
| \*November 18 | Determine Interviewees & subgroup for interviews |  | May need another 2hr meeting to determine interviewees |
| \* November 20 | Interviews |  | All day |
| December 8 - BOARD MEETING |
| December 9 | Classroom Design Survey Results | Start list of priorities and potentially rank priorities based on survey results |  |
| December 16 |  |  |  |
| January 19 |  |  | 2118 BUG – all day meeting? |
| January 21-22 |  |  | Flex |
| January 27 |  |  | First week of school |
| February 3 |  |  |  |
| February 10 |  |  |  |
| February 17 |  |  |  |
| February 24 |  |  | Townhall |

\* no architects