

University of Wisconsin-Milwaukee
Space Planning Committee

RETREAT AGENDA

January 25, 2012

9:00 am – 3:00 pm

School of Continuing Education room 7240
161 West Wisconsin Ave, Suite 6000 Milwaukee, WI 53203

Agenda

Continental Breakfast

Process Planning

- 9:00 – 9:15 Welcome
Statement of Objectives
- 9:15 – 10:10 Principles and Guidelines
- 10:10 – 10:30 Project Tracking and Communication Plan

Major Space Request*

- 10:30 – 11:30 NWQ
- CHS
- 11:30 – 12:00 ESL
- 12:00 – 1:00 Lunch
- 1:00 – 2:00 CIE
- 2:00 – 2:30 Secretary of the University
- 2:30 – 3:00 Plan for next 2 retreats
- Origin/destination mapping
 - SPH
 - Hefter Center
 - UITS
 - SLSB
 - CEAS Labs
 - SPH Labs
 - Variables
 - Policies - storage space & space utilization

Location: The event will be held at the School of Continuing Education. Driving directions to and from the School of Continuing Education (as well as maps) can be found at:

<http://www4.uwm.edu/sce/resources/aboutus/uwm%20driving%20directions.pdf>

Parking : Ample parking for the UWM School of Continuing Education is available in the adjacent Shops of Grand Avenue parking structure. The structure is easily entered from Plankinton Avenue between Wisconsin Avenue and Michigan Street. From the parking structure, enter the Plankinton Building/Grand Avenue Mall and cross the Rotunda to the elevators on the north side of the building (closest to Wisconsin Avenue). Take the elevators to the seventh floor. We'll be taking care of parking costs for the day. Please bring your gate ticket in to be stamped & validated at the 7th floor reception desk (which you'll see as you arrive on the 7th floor, just outside the elevators).

*All request are uploaded in PantherFile

Cc: J. Britz, Intern Provost

C. Brown, Vice Chancellor for Finance & Administrative Affairs