

Proposed Timeline for Office Rearrangements:

Moves that can occur now:

- 1) Computing has vacated the office next to Stu on DAB5. The Swedish consortium can move into it. Then Rice can move into the space vacated by the Swedish Consortium in the Outback.
- 2) Freiburg/Mainz should divide up their two offices on DAB5.
- 3) Vietnam can move in with IHEP/Beijing in PK151.
- 4) The IHEP space can be compressed in PK173 and Kansas can occupy a larger space.
- 5) Clermont can move in to share the CPPM space in the Outback.
- 6) Notre Dame can move into the space freed up by the NIKHEF group in the Outback.
- 7) Once Alan Stones finishes negotiation with the UIC folks and Louisiana Tech, either Alan moves to an existing UIC office or UIC/Louisiana Tech swap one office in PK177.

Moves that can occur in November (or sooner):

- 1) Gustaaf Brooijmans moves to Columbia in November. At this time (if not sooner) he should move to the Columbia space in the Outback. Amber Boehnlein moves into Gustaaf's old office on DAB6. Michael Weber moves into Amber's old office on DAB6.

Moves that can occur after the DAB3 conference room is completed and the 9th Circle space is ready to be occupied by offices. (November time frame):

- 1) Boston, JINR, ITEP/Moscow and PNPI move to the 9th Circle.
- 2) Nebraska moves to PK177 into the old Boston offices there.
- 3) Canada is assigned a desk in the old Nebraska space in PK173. Arizona, Florida and Oklahoma now share this space for overflow seating.