PI/Client/Partner Feedback Meetings

Typically partner meetings are bi-weekly to give feedback throughout the semester. However this can be defined as the partner/client/PI sees fit.

> Note: Meetings will be charged as a "Consultation" fee, therefore we recommend that PIs/Clients/Partners be aware of these charges before scheduling constant meetings without objectives outlined.

Meeting Structure

PI/Client Feedback Meetings are structured as:

1. Deliverables from previous meeting Goals/Objectives stated from prior meeting.
2. Lifts accomplished - Typically medium to large lifts that have been marked as completed since last meeting date.
3. Fires - Problems encountered during the development process.
4. Upcoming Objectives - Future goals that are to be worked on and set forward as assigned lifts.

Feedback

Feedback is encouraged throughout the presentation and should be brought up by stakeholders when appropriate. For example, if there's an easier way to accomplish a lift it is the responsibility of parties knowledgable to let it be known to stakeholders so it can be accomplished in a friendlier fashion.

> If any PI/Client/Partner has feedback on the development cycle, please reach out to the SD2C director at sd2c@cores.utah.edu

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