

## Meeting Minutes

### Feasibility Study: Multicultural Center/Building Steering Committee January 8, 2020

Paulette Granberry Russell, Steering Committee Chair; Dan Bollman, Vennie Gore, Denise Maybank, Barb Kranz, Mark Fellows, Matt Postma, Tiana Carter

#### Action Items

1. Website to be developed
  - a. Agree on photos to use – verify that we have permission from students to take/use their images in the pictures for the website
    - i. Perhaps a CORES and COPS meeting would be an opportunity for photos highlighting the role these student organizations played in advocating for the Multicultural Center.
    - ii. Consider including photographs of past protests that have been a catalyst for this initiative.
  - b. Get statement from president for inclusion on the website
  - c. Students agreed to be listed as committee members on website.
    - i. Steering Committee chair will consult with General Counsel's office on any FERPA implications for student information being posted on the website.
2. Brief MSU's DEI strategic planning committee at their kick off meeting on the Center (1/17/20).
3. Will start including additional subject matter experts from Planning, Design and Construction (IPF) in meetings/discussions after RFP materials have been submitted.
4. Identify a student to represent project with President Stanley.
5. Send RFQ electronically to the Steering Committee once received (1/15/20).

#### **New Items**

1. Update on RFQ
  - a. May need to extend another week due to holidays
  - b. Called WBE/MBE AE Consultants to give a heads up on RFQ due date (currently 1/15)
2. Schedule –
  - a. RFP to follow RFQ - send electronically, planning committee reviews 1/22/20
3. Memo to MAU Administrators for DEI Activities Inventory (Attached)
  - a. Will be distributed today (1/8/20)

The preceding is assumed to be complete and correct account of the items discussed, directions given, and the conclusions drawn, unless MSU project manager is notified to the contrary by the next meeting. If no notifications is received, these minutes will be deemed an accurate account of the meeting.

4. Meeting with Planning Committee
  - a. Meeting today (1/8/20) at 9am
  - b. Will develop questions to ask the AE Consultants
  - c. Representation from the steering committee once per month (starting 2/5/20)
  
5. Next Meeting – 1/15/20, joint meeting 2/5/20

#### **Continuing Items**

6. Feasibility Study – General Discussion
  - a. Purdue’s Feasibility Study
  - b. Campus visits/contacts
    - i. UMich
    - ii. Other campuses
  
7. Fundraising
  - a. Role of Advancement
  
8. Project Milestone Plan
  - a. December 2020 presentation to the BOT

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