

Meeting Minutes
Feasibility Study: Multicultural Center/Building
Steering Committee
August 5, 2020

Dan Bollman, Vennie Gore, Convener, Mark Fellows, Tiana Carter, Brian Mullen, Rainy Hamilton (Guest), Jonathan Moody (Guest), Earl Lee, Tiffany Pupa, Alhan Jaafar, Mark Farlow, Terry Frazier, Lisa Sudia, Barb Kranz

Action Items

1. Survey distribution widely
 - a. Terry to send Brian contact information for get with Sue Webster and Janet Lilly to send survey to Lansing/East Lansing area
 - b. Ms. Vaneegren, Interim Associate Provost for Outreach and Engagement
2. Share location rubric/matrix with steering committee
3. Barb to meet with DEI office and college deans to review survey questions
4. HAA to send Mark Fellows the new timeline to post on website

Agenda

1. Project Updates – (Brian)

1. Project Schedule

- a. Working on survey to campus community (anticipated 8/10-8/14)
- b. Week of 8/17 analysis and sorting of survey
- c. Week of 8/24 first workshop anticipated
 - i. Three large zoom meetings with departments from DEI Inventory likely to have space in MCC
- d. *[HAA presentation attached]*

2. Mission and Values

- a. Will finalize mission/values statements after working with students in focus groups

3. Programming Survey Update

- a. Using Qualtrics and will distribute internally through MSU Alumni Office
- b. Survey results will be reviewed and used to curate who will be included in workshops
- c. Two groups of questions for inclusivity: first set of questions sent to all of DEI Inventory, second set of questions will be sent to public (alumni, local community, parents, students, etc.)
- d. Anticipating distribution list to be 400,000 people
- e. Consider a broad statement that the link is live
- f. The survey is broken up by affiliation to MSU, then by department so the departments who were included in the DEI Inventory will get separate questions than others
- g. Feedback on survey:
 - i. Potentially move the (3) technology equipment questions to phase 2

- ii. Make sure the folks who were included in the DEI Inventory are not receiving duplicate questions

2. Website Updates – (Mark)

1. Project Schedule and Milestone update

- a. Post new projected dates from HAA on website

2. Other updates

- a. Survey can be added to website when complete and add a due date

3. Fund raising

4. Good for the Cause

- a. Focus group overview
 - i. 2 hours each, 40-60 participants
 - ii. Determine topics and attendees post-survey for primary users vs. flexible users of space
 - iii. Aim to maintain same agenda topics for each meeting for comparisons
 - iv. Will formulate space needs purpose post-focus groups
 - v. Gathering information on other multicultural centers for benchmarking – consider renovation vs. free standing to aid in cost estimating and space usage

Next Meeting – August 18, 2020 Zoom

Parking Lot

- Research Opportunities –
 - Purdue’s Feasibility Study
 - Campus visits/contacts
- Fundraising
- Project Milestone Plan
 - BOT briefing of progress
 - December 2020 presentation to the BOT