

# HamiltonAnderson meeting minutes

<b>MEETING DATE</b> August 12, 2020	<b>PROJECT NAME</b> MSU Multicultural Center
<b>MEETING TIME</b> 09:00am	<b>PROJECT NUMBER</b> 202002.00
<b>MEETING LOCATION</b> ZOOM	<b>FROM</b> HAA/MN
<b>SUBJECT</b> Planning Committee Meeting Minutes	<b>DATE</b> August 12, 2020
<b>ATTENDEES</b> <i>Hamilton Anderson:</i> Rainy Hamilton DaMarlon Carter Tiffany Pupa Trevor Dybenko Meghan Diecchio Mike Jacobs  <i>Moody Nolan:</i> Earl Lee Jonathan Moody  <i>MSU:</i> Brian Mullen Tiana Carter Diane Barker Terrance Frazier Lisa Sudia BJ Abrams Jeff Allen Kasdorf Leslie Morales Tammi Cervantes	<b>DISTRIBUTION</b> All Attendees

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**DISCUSSION ITEMS**

**DISCUSSION/ACTION REQUIRED**

**DUE**

<ul style="list-style-type: none"> <li>• Agenda Review</li> </ul>	<ul style="list-style-type: none"> <li>• Tiffany went over the full agenda for the team</li> </ul>	
<ul style="list-style-type: none"> <li>• Filtered DEI Inventory Lists</li> </ul>	<ul style="list-style-type: none"> <li>• Question for Lisa: Has the list been completed and can be done by Friday Aug 14<sup>th</sup>? Lisa will follow up with Barb to understand if Friday is feasible. Brian is invited to the meeting and will join. Lisa may not be available to join the regular housekeeping meeting immediately after this call.</li> </ul>	
<ul style="list-style-type: none"> <li>• Focus Group Format</li> </ul>	<ul style="list-style-type: none"> <li>• Earl opens up focus group deck</li> <li>• 2hr format – will go fast</li> <li>• Process to overview entire programming/planning/building but only highlight first 3 phases: Listen   Discover   Ideate: Brian noted to highlight the fact that there is not commitment for a building yet from the Board, but process looks good.</li> <li>• Goals were approved as written</li> <li>• Benchmarking used to level set the discussion: Meet or exceed in MSU efforts: the design team’s intention to exceed benchmark             <ul style="list-style-type: none"> <li>○ Brian has a concern that providing a benchmark will infer that the BM facility will suggest that this will be a building. Lisa noted that we should emphasize that the BM are visions of an example. Diane noted that “words matter” and to convey the idea as a “vision” not as a “benchmark”</li> <li>○ Rainy noted that we will only use the BM as a comparable facility   Earl suggested that we call this portion “research” &amp; RH noted “homework” which Brian agreed is a better approach</li> </ul> </li> <li>• Vision &amp; Goals: Earl noted that there may be a tech issue regarding device limitation for answering questions. Questions may need to be revised in order to relate to the survey responses</li> <li>• Exercise (sp): A Day in a Life: deepening previous questions, running thru the day in a life may uncover practical uses for the center. D.i.t.L may be a faculty and student focus</li> <li>• EL noted that follow up will be to formulate the focus group body in a later meeting. Will we ultimately turn down more potential participants than we allow in the survey? Lisa asked if there would be a later session for those not in the focus groups can be involved at a later date: TP noted that the Community Forum will be the vehicle for those not in focus groups to participate.             <ul style="list-style-type: none"> <li>○ Faculty, Students, Alumni, Community groups: EL noted that the community group may not be mixed in with the others. Future meeting to address groupings. TP noted that we need to pull these dates together in the housekeeping mtg so that invites can be sent next Tuesday. DB noted that the focus group times are currently during student move in period. TP: open registrations included in the survey for focus groups</li> <li>○ SS noted that MSU will be onboarding a Diversity Officer and those activities will fall on or around the 08/27 focus group date and will conflict w/ focus groups</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>• Campus Base Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Meghan D presented the campus analysis that she and Michael have been working on focusing on north campus. BM noted that the campus LS arch and master planner will be involved with HAA Site team for planning</li> <li>• BM noted that Dave &amp; Steve will help with the full bike paths   JAK noted that HAA has laid out a great start showing the circulation. Also, eclectic nature of the campus layout and styles of architecture is stitched together by LS</li> <li>• BM: historical nodes are not exhaustive campus wide full history. More input from the historical department will be req to complete this map</li> <li>• TF: Questions have been raised about incorporating the historically Black fraternities. Most multi-cultural groups do not have physical space but collaborate with CORES &amp; COPS organization.</li> </ul>	
<ul style="list-style-type: none"> <li>• Student Mission, Goals and Pillars</li> </ul>	<ul style="list-style-type: none"> <li>• TP: recapped student mission, goals and pillars. TC noted that these were student lead concepts   BM asked if there is an approach to incorporating the MGP concepts into the focus groups.   EL noted we may be able to roll these into the focus groups and use that feedback to finalize the mission and vision</li> </ul>	
<ul style="list-style-type: none"> <li>• Programming Survey Update</li> </ul>	<ul style="list-style-type: none"> <li>• 2500 responses to far – very strong participation so far</li> <li>• Next Thursday we will pull final reports</li> <li>• Prelim reports show that 60% don’t know of MOSAIC center and only 25% aware by passing/walking by</li> </ul>	

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<ul style="list-style-type: none"> <li>Benchmarking Update</li> </ul>	<ul style="list-style-type: none"> <li>Heat map shows areas the team has noted as potential targets.</li> <li>LS &amp; BM will assist in making the connections with the Trotter Center contacts through their network</li> <li>TP; recapped UofW SE Kelly center meeting</li> </ul>	
<ul style="list-style-type: none"> <li>Task &amp; Decision Log</li> </ul>	<ul style="list-style-type: none"> <li>BM noted that the log looks good. DB noted that the RHS Culinary could consult on new center food service. Current community kitchens are an ongoing HD &amp; Environmental Services issue and noted that all comm kitchens have been closed due to pandemic.</li> </ul>	
<ul style="list-style-type: none"> <li>Next Steps</li> </ul>	<ul style="list-style-type: none"> <li>MSU and HAA/MN to meet and determine focus group attendees</li> <li>MSU to finalize DEI inventory filters</li> <li>MSU to provide feedback on focus group format</li> <li>Close program survey</li> <li>MSU/HAA/MN to provide attendees to focus groups with calendar invite</li> <li>HAA/MN to conduct benchmarking</li> <li>HAA/MN to conduct focus groups</li> </ul>	8/14 8/14 8/17 8/17 8/18 8/19 8/28

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