Meeting Minutes
Feasibility Study: Multicultural Center/Building
Steering Committee
February 12, 2020

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

Action Items

- Send Tiana lists of high level campus community engagement events (RHS/REHS & Student Services)
- Remove June 2019 Report on MC from Project Background.
- Identify who/what office is announcing MC Feasibility Study website launch

1. Update on Website: https://stage.cabs.msu.edu/fw2/multicultural/index.html
   a. Proposed pictures and content on history laid out on website.
   b. Website due to launch Friday, 2/14.
   c. Meeting minutes updated on Teams under Planning Committee files tab.

2. Update on RFP
   a. RFP due 3/9 from the two qualified firms.
   b. Mark your calendars: 3/19 AE Interviews 8am-2pm.
   c. Planning Committee developing a Qualtrics survey to obtain student feedback before they leave.
      i. Survey to feature broad questions (ex: What does a Multicultural Center mean to you?).
      ii. May link the website to the survey and vice versa.
   d. Schedule is not expected to delay BOT Authorization to Proceed projected timeline December 2020.

3. Update on DEI Activities Inventory
   a. Coordinate meetings for those to review/categorize responses.
   b. Paulette and Barb to review/sort the DEI Activities.
   c. Members from Planning Committee to help:
      i. Lisa Sudia, Tammi Cervantes, and Terry Frazier
   d. Resend request for those who have not responded and be clear about asking for activities (trainings, events, etc.), not necessarily securing space in the Multicultural Center:
      i. Encourage units to think broadly.
ii. Identify what programs have designated space.

iii. Identify what programs have recurring events.

iv. Explain the Multicultural Center could have scheduled space for which we need to identify enough square footage to accommodate.

v. Identify opportunities for flexibility that could accommodate multiple uses that we may not be thinking of.

4. Discussion regarding the information shared by Steve Troost re: Campus Master Plan
   a. Discussed zoning plans and develop parameters for consultant to stay within.
   b. Master plan due to be revised in 2022.
   c. President will have some input in strategic planning.

5. Debrief Steering Committee Meeting of Feb 5 with Planning Committee Feb. 5, e.g., any updates from the Planning Committee to the Steering Committee
   a. Reviewed master plan on IPF website.
   b. Location to be addressed in the feasibility study.
      i. Start to identify important factors for location.
   c. Consultant is expected to host focus groups, town halls, etc.
      i. Community engagement
         1. Team to work on compiling a list of upcoming important dates for consultant to plan engagement around.
         2. Encourage sooner to do charrette, the better attendance. May consider charrettes via zoom over summer months.

Next Meeting - February 19, 2020 – no Barb Kranz, Matt out Thurs/Fri

Continuing Items

1. Feasibility Study – General Discussion
   d. Purdue’s Feasibility Study
   e. Campus visits/contacts

2. Fundraising
   a. Role of Advancement

3. Project Milestone Plan
   a. December 2020 presentation to the BOT