

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