

## ***McPherson College Campus Common Use of Space***

The primary use for the Campus Common is to serve the student body and welcome prospective students. Most of the event spaces including the Peoples Bank Welcome Center, Dalke Center, and Atrium will be used exclusively for pre-planned institutional activities and events. The Campus Common generally will not be used for rental events and campus personnel should discuss any plans to utilize event spaces in the Campus Common with their supervisor.

**PURPOSE**—The Campus Common is built for two primary purposes

1. To serve students.
  - a. The first level will be the main gathering area for dining service as well as mail, packages and apparel including foodservices, café and campus store. Between meal hours and in the evening the seating is designed to have a “library” feel for students to gather, meet, study and socialize.
  - b. The second floor will include student affairs personal as well as meeting and collaboration spaces for students including SGA, SAB, clubs, organizations and student life. In addition, the second floor will include the “one-stop-shop” for student enrollment services including admissions, financial aid, business office and registrar.
  - c. The third floor includes the Peoples Bank Welcome Center focused on prospective students including small and large meeting rooms, catering kitchen, and professional indoor/outdoor spaces which will be used for prospective student events and constituent events. The welcome center is not a public space and is not available to be rented for special events in the local community. The third floor will also be home to the Dalke Center for Career and Experiential Learning including the Student Debt Project. The large open meeting spaces in the Dalke center can be used for planned, authorized student and college events outside career services. The Dalke center will primarily be used to host employers and other constituents who visit campus, career related workshops and will be the future home for the National Center for Student Debt Reduction as activity and staffing expands in that area. In addition, the Dalke Center will used for planned student affairs events and there will be a dedicated “Elmer O. Dalke” room for advancement to use when hosting donors and other constituents until the space is needed for the Student Debt Project. Finally, the third floor will be home to the cabinet members who provide leadership for the “one-stop-shop” enrollment services.
2. To welcome prospective students and constituents including alumni and donors
  - a. Office spaces in the Campus Common will be reserved for student facing college personnel. In addition, the Campus Common was built with the expectation of growth so it will open with empty office and meeting spaces.
  - b. 3-Story atrium entryways with cars on display from the ceiling, glass elevators and stairwells were all positioned to strategically welcome “wow” guests.
  - c. There will be a process for use of major event spaces like the Atrium, Peoples Bank Welcome Center and Dalke Center as well as new meeting rooms outlined in a Facilities Use Guideline document.

### **Office Space Overview**

- Prospective students and current students will be welcomed mainly in one location on the “campus” side of the Common at the entrance of the 2<sup>nd</sup> floor enrollment services “one-stop-shop.” During heavy enrollment services seasons, prospective campus visitors will be welcomed on the “Kansas Ave.” side of the 3<sup>rd</sup> floor Peoples Bank Welcome Center.
- Third Floor cabinet offices will be for vice presidents who provide leadership enrollment services
- Second Floor Student Affairs and Third Floor Dalke Center offices will be dedicated to student affairs and residential life as well as career and Student Debt Project operations.

### **Event Space Overview**

Atrium, Dalke Center and Peoples Welcome Center will only be booked through cabinet members and will be used exclusively for pre-planned institutional events.

- Atrium—Primarily use as a walkway and entrance with use for overflow dining as needed or occasional events
- Dalke Center—Space for Career and Experiential Learning, Student Debt Project and Student Affairs with offices, open workshop space with outdoor patio access, meeting room, kitchenette and advancement “Elmer Dalke Room” to host constituents and donors. Aside from administrative operations the space will host student events related to career, Student Debt Project and Student Affairs as well as external MC employers and graduate schools.
- Peoples Bank Welcome Center—The Welcome Center will primarily be configured to host daily admissions visitors. The Center will be able to accommodate larger groups for prospective student visit days and occasional constituent and donor events including dinners.

