

---

## Memorandum

---

To: RSC Capital Planning Committee Members

April 29, 2004

From: Jan Hanson

Subject: Committee Charge

Allow me to express my appreciation for your willingness to serve on the Rothwell Student Center Capital Planning Committee. The work of this committee will be instrumental in shaping the future of RSC and the needs associated with an active and vibrant student center to serve future students.

As a committee you are being asked to:

- Evaluate capital project solutions to address RSC infrastructure and program issues using the Workshop Architects' RSC Master Plan document and other resources as necessary
- Communicate the possible RSC infrastructure options to broader student body for feedback and comment
- Develop RSC capital project recommendation to address building and program needs; this recommendation should include a budget cost estimate with potential funding sources
- Prepare student body for referendum vote on RSC capital project recommendation

The work of the committee should be completed such that an RSC capital project referendum can be held before the end of the fall semester 2004.

Members of the Rothwell Student Center staff, the UW-S facilities management staff, UW System capital planning staff, and I are looking forward to working with the committee to assist and/or provide guidance where appropriate.