

Instructionally Related Activities Committee  
October 6, 2015; 8:00 – 9:00 a.m.  
Bell Tower West Conference Room 1188

Introductions

Approval of Agenda

Approval of Minutes from last meeting

Public Forum

Old Business:

N/A

New Business:

- 1) How the IRA Fund works and the IRA Committee Training Manual
- 2) Role as committee members and discretion of chair
- 3) New Proposals Received and Budget Review
- 4) Emergency request from English program (Brad Monsma, Chair): \$850 for 9-person van to take students to a symposium at USC on Nov. 13th
- 5) Budget coverage request from IRA#682 (London trip)
- 6) Question from IRA#702 (D. Rodriguez): Costa Rica trip unable to go Spring-16, plan to reschedule course for Fall-16; shall this IRA cancel and a new application be submitted, or shall funds be reserved for the shift in term?
- 7) Question from IRA#711 (K. Contreras): wants to use remaining \$100 for the purchase of five of the author's books to be given to students
- 8) Informational item: committee resources and IRA-related paperwork (with reference to Arts & Sciences policy)