

## IRA Committee Meeting Minutes Tuesday, November 8th 2016 — 8:00-9:00 AM

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Meeting Objective: To continue reviewing Category II proposals and discuss future Santa Rosa Island trip logistics

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Attendees: Paul Murphy, Sean Kelly, Natasha Pillai, Kiera Sailor, Elizabeth Heim, Maricela Morales, Leticia Cazares, Debora Ehrich

Staff Present: David Daniels, Kate Harrington, Anna Tovar

Guest: Robyn Shea

### I. Approve Agenda/Previous Materials

- A. N. Pillai called meeting to order at 8:03AM; no quorum as of yet, but does anyone have any feedback on the agenda; P. Murphy didn't see anything on there about our previous discussion in our last meeting about payments to CI lecturers for their involvement in IRA activities; N. Pillai and committee agreed to proceed with this discussion;
- B. Discussion: P. Murphy recalled that in the past we haven't paid faculty, but we may want to take a look at this on a case-by-case basis; for example, several of you attended the performance of the Paul Murphy World Jazz Project, which included CI faculty who are also professional musicians; the group included non-CI faculty members who were paid honorariums via IRA funds at \$500 each, but all performers put in the work and came in to campus to perform, yet CI faculty weren't paid and their work was not in conjunction with a regular class that they are teaching; the other aspect is the California Faculty Association (CFA) considerations that may need to be made for not paying faculty for work performed, which S. Kelly may have additional comments on;
- C. S. Kelly replied and added that under our CFA collective bargaining agreement, can't ask lecturers to do anything other than teach; if we do ask them to do other stuff outside of teaching and don't pay them for it, then they have the potential to put forth a grievance to escalate the matter; let's hope that P. Murphy's lecturer friends keep liking him and don't decide to take this path;
- D. N. Pillai asked D. Daniels about what would it take to proceed with this; D. Daniels cited our IRA policy, internal guidelines and Executive Order, all of which provide framework that prohibit faculty from being "paid twice" for duties already provided over the course of their instruction in a given class, but there seems to be avenues for interpretation, currently silent on how it works with CFA or for lecturers who may have the bandwidth to take on

additional work via activities that are not tied to their class instruction; K. Harrington added that whenever hearing the term collective bargaining agreement, that we should involve Faculty Affairs at some point; P. Murphy agreed, and as an example we're performing next week, at the moment we're able to pay one of our CI faculty members with another source of funding, taxes will still be taken out, but he will still be paid; N. Pillai agreed to consult with D. Wakelee and B. Hartung about adding language to our website to indicate this case-by-case review; S. Kelly agreed that we could add something; P. Murphy wanted to be clear that the committee would still be reviewing these on a case-by-case basis, we could identify any

- E. N. Pillai agreed that we should ask for Faculty Affairs input and Provost consultation; S. Kelly forwarded some suggested language that might address this within our guidelines, offered to attend a meeting if necessary; P. Murphy also offered to be in attendance if needed in such a meeting;

## II. Introduction: New Committee Member (Maricela Morales)

- A. M. Morales is a graduate student in her last year; N. Pillai asked from what program; M. Morales replied Education, higher education in the educational leadership emphasis;

## III. Island Trip Updates (Dave Daniels, Kate Harrington, Robyn Shea)

- A. R. Shea noted that she is now the acting director in Cause Hanna's absence; updated committee that we had three of the previously approved IRA trips originally scheduled for Fall-16 bumped to Spring-17; adding these three to other proposed trips we've already added to our calendar makes a total of six IRA trips already going in the Spring; noted that SURF trip already on calendar, and M. Furmanski's trip needs little to no support, so these two would likely be able to go with committee approval; will be sitting down with D. Wakelee in early December to confer more about this, looking to be swamped and needing a six-week straight stay out on the Island; the priority is to get the ones that have already been funded out there to complete their projects; asked if the IRA committee could table their discussion of SRI-related trips to later meeting(s); in reference to current IRA proposed trips for Spring, the one from H. Castillo that mentions drones, but drones are not allowed in the park at all, so reached out to her to ask if she wanted to still move forward with this proposal, she said that she could move forward without drone component; also if any filming is requested to take place on SRI, this needs to be permitted in cases that do not involve a campus instructional purpose (i.e. if it goes to a television network or other media outlet), something to keep in mind; Stacey Anderson's proposal is for her non-SURF students, ideally this trip and the SURF trip could occur together; not sure who is actually be able to bring the class out proposed by Clare Steele, didn't think she would be able to; D. Rodriguez has yet to stay overnight, so he would need additional support that may not be available;
- B. P. Murphy most of these are the Category I's that we haven't got to yet, but it's possible that we could approve a trip but inform them that it's not an option to go in the Spring, then asked K. Harrington if there was a way to approve the trip and then reserve the IRA funds for it into the next fiscal year; K. Harrington agreed that it's extenuating circumstances, would need to confer with Provost to see what mechanism may be available to do this;
- C. R. Shea and this is why we're prioritizing to favor the ones that have

already been funded (5) against the (6) pending (11 total);

- D. D. Daniels suggested a quick round of committee introductions given the new member of the group and R. Shea's attendance; committee agreed and introduced one another;
- E. N. Pillai got back to the idea of reserving monies in the Fall for any approved SRI trips that won't be able to go; K. Harrington offered to look into this further, suggested that the committee keep this in mind on a broad level, in terms of limited resources and fiscal management; P. Murphy agreed that if SRI staff are not capable of providing for all trips that maybe we communicate this and/or initiate some kind of cap until additional support is acquired; N. Pillai expressed that she would be interested in knowing which island trips have gone before or not;

#### IV. Review Faculty Responses

- A. Dr. John Griffin on printing costs (IRA #843, Detroit)
  - N. Pillai this response didn't make her want to fund this line item request; S. Kelly agreed; committee suggestion to approve less the \$400 requested for printing;
- B. Dr. Brittnee Veldman on travel expenses (IRA #878, ACS)
  - Committee saw no further issue with this request;

#### V. Review Letter to Dr. Nevins

- S. Kelly suggested to add the MSFT proposal deadline of January 20<sup>th</sup>; D. Daniels agreed to add this to the letter, N. Pillai and D. Daniels agreed to get this letter out to C. Nevins ahead of other denial/recommendation letters due to the upcoming MSFT application deadline;

#### VI. Questions on Assigned Category II Proposals (830, 822, 835, 880, 847, 827, 875)

- A. P. Murphy had questions on #875, seems to be an incomplete proposal, little information to support scope of project; D. Daniels added that it seems to be offering two (2) students a stipend to learn how to do proofreading work; committee inclination to deny the proposal, discussion of procedural grounds to do so and that IRA funds are not used for student wages or stipends; S. Kelly and P. Murphy discussed language in the letter to T. Bishop that would highlight that it is discouraged that IRA funds be used to pay students; perhaps this faculty member is unaware of the application nuances, if we could stress that more complete proposals are desirable;
- B. IRA #827 – Temporal Art Interventions
  - Discussion: P. Murphy observed discrepancy in requested amount of IRA funds, grand total is \$5,526 but only \$4,544 is requested; N. Pillai observed that grand total appears to reflect a course fee, later clarified that budget request fields are auto populated and are not applicable to this particular trip; P. Murphy asked what the limit for food per traveler per day is permitted because the food request seems high; D. Daniels responded that he believed it was \$25, later clarified that it was \$20 per person per day; P. Murphy observed that 26 students and 2 faculty were going, so \$700 appeared to be too high; S.

Kelly asked how long the trip was, K. Sailor responded that the previous trip was 2 days, and asked to request the trip dates from M. Furmanski; K. Harrington observed that there is no lodging budgeted, wondered if they are not staying overnight, in which case the food request would be high – if they are staying overnight, then they need to account for lodging, and then the food amount request is reasonable. The committee will ask M. Furmanski which dates this trip is planning to go and how many, and if there will be lodging, because if that is the case, then the total amount will need to be adjusted.

C. IRA #880 CI DaDAR Drone

- N. Pillai commented that as this is a new event, aggressive advertising is understandable, therefore, their request for \$500 for printing costs seems reasonable, inclined to approve.

D. IRA #835 Conference Social Justice on Education

- P. Murphy requested clarification on \$5,000 catering costs, seems much too high of a request, especially because they have \$10,000 listed as their total catering cost and made a note saying they're only requesting IRA funds to cover half. N. Pillai observed that they're anticipating funding from other sources, K. Harrington confirmed that they received \$2900 from Lottery funds for Social Justice Conference. P. Murphy observed that they've projected 160 students attending, which further supported his claim that the catering cost was too high. L. Cazares recommended that they request a quote from UGC.

E. IRA #830 Noche de Fiesta

- P. Murphy shared with the committee that this is always an exemplary event filled with dancing and cultural diversity, and it's something he wished there were more of on campus. Nothing unusual stood out and committee was inclined to approve.

F. IRA #822 Women in Computing Conference

- K. Harrington observed that this is a request for a trip going in October 2017; recommended we table this until next semester's review. A. Tovar added that the lodging costs and estimates seemed unnecessarily high; the amount listed in the proposal's budget sheet suggests that each student will require a room for 3 days, which comes out to a total of 15 room night reservations; N. Pillai agreed and recommend reducing that number by grouping students together in least number of rooms. The Committee will put together a letter to recommend postponing this proposal until next semester and address the lodging situation.

G. D. Ehrich motioned to adjourn at 9:02AM, K. Sailor seconded. All approved.

VII. Discussion: IRA Trip Timing (Dave Daniels, Kate Harrington)

A. Postponed until next meeting