

Instructionally Related Activities (IRA) Committee

Tuesday: 11 April 2017, at 8:00 am-9:00 am

Meeting Minutes

Meeting Objective: To take care of pending business and review budget outlook

Attendees: Paul Murphy, Sean Kelly, Elizabeth Heim, Debora Ehrich, Lizbeth Perez, Maricela Morales, Leticia Cazares

Staff present: David Daniels, Beth Hartung, Anna Tovar

Guest: Noelle Ewing, Senator of Student Engagement

- I. **Announcements** – Meeting called to order at 8:07am; S. Kelly suggested that where trips that have extra non-perishable food, that they consider donating to the Food Pantry;

- A. Selection/Vote for New Chair of IRA Committee**

- a. Committee discussion of student committee members' level of experience; questions on what the position entails, D. Daniels replied that the chair's role is to prepare the agenda and to prompt discussions based on the agenda, as well as representing the committee before campus entities, including the Student Fee Advisory Committee (SFAC); committee agreed to perform paper balloting procedure to elect new chair;
 - b. VOTE: 4-3 in favor of E. Heim as new chair;

- B. Introduction of Guest Noelle Ewing, Senator of Student Engagement, Student Government**

- a. D. Ehrich introduced guest Noelle Ewing;

- II. **Approval of Agenda/Minutes**

- i. D. Ehrich called for motion to approve, L. Cazares moved, E. Heim seconded, meeting agenda and minutes approved with no objections;

- III. **General meeting structure for semester (Dave Daniels)**

- A. Category III Proposals Electronic Vote and/or Concerns Received.**

- a. Committee agreed to suspend voting on IRA#897 until revised budget received as requested;

- b. Motion called to vote on IRA#895 (Latino Museum) with removal of \$700 for student docent training, so moved by E. Heim, seconded by L. Perez – All in Favor of approval;
- c. Motion called to vote on IRA#939 (Acts & Actos), so moved by L. Cazares, E. Heim seconded – All in Favor of approval;

B. Start review of Category II Proposals and Vote and /or Discussion
#899 – Jazz Guest Artist Series

No concerns

#927 – World Music Concert/Demonstration Series

No concerns

#892 – Santa Rosa Research Trip

No concerns

#896 – Field Methods for Geographic Information Systems (GIS) on Santa Rosa Island

No concerns

#941 – Spirituality of Resistance and Prayer to the Mother Waters

D. Daniels observed that no budget file is present, recalled following up with proposer but no file yet; will perform follow up to receive budget file by deadline;

#932 – Campus-wide Colloquium: Organizational Communication and Social Change

No concerns

#930 – Music in History Recital/Demonstration Series

No concerns

#937 – Exploring Accessibility to Parks, Protected Areas, and Other Open Spaces in the Trump Era

Discussion: S. Kelly observed that this seems like a research project, one that may potentially have some synergy with the Sustainability at CI proposal that we already approved; P. Murphy added that it's kind of ill-defined, i.e. how is the money going to be used? L. Cazares added that it wasn't clear that since the campus owns the Qualtrics software what this money would be spent for; S. Kelly further suggested that maybe S. Anderson and S. Aloisio could meet together to see if funds from the recently-approved IRA#928 could be used;

#929 – ESRM Spring Speaker Series

B. Hartung observed that some of the dates were inaccurate, could be that a prior template was used and that may just need to be cleaned up;

#914 – Back to the Future: Lessons from St. Francis Dam Tragedy for Today

Discussion of where the remaining monies will be spent outside of the Roadrunner shuttle allocation; further clarified that this is for honoraria for guest artists and performers;

#905 – Chemistry Department Seminar

No concerns

#920 – ECS and Performing Arts: Narrative Inquiry at Santa Rosa Island

Observation that proposer needs to clarify the number of students participating, 36 listed on the proposal but 38 listed on the budget file; committee agreed to reach out to ask this question;

#913 – WMC Writing Lab

P. Murphy observed that the listed “faculty consultant” will be provide written support, let’s ask who the faculty consultant is; also, observed a line item for \$693 for students, which would not be allowed via IRA funding; B. Hartung recalled clarified this, and also confirming that it is not allowed because it affects student financial aid; committee further observed and discussed that \$500 in snacks and \$500 for printing have been requested, higher amounts that typically approved; committee agreed to pose these questions to the proposer;

#916 – Indigenous People’s Day

P. Murphy observed the \$500 for T-shirts, adding that historically we’ve based this approval on a case-by-case basis depending on available resources; S. Kelly noted that sometimes you have events where you get volunteers, and if that’s the case then this expense could be reasonable; D. Ehrich added that the cost still appears to be high; B. Hartung observed the request for the use of dancer groups, and wondered about the local Aztec dancer group – observed that three groups are traveling from outside, but let’s be sure to communicate that we don’t allow student payments, and let’s ask if this was to be the case / double check that these are business entities that we are paying and not students;

Discussion question: B. Hartung asked as we review and approve these large campus events, who is supporting these; further discussion of the majority of events being run through D. Daniels’ office, as assisted by A. Tovar, along with select assistance at the program level depending on the nature of the event;

Suggestion: P. Murphy noted that since we’re in a time crunch, suggested that we apply a deadline in our questions to proposers so

that we hear back from them in a timely manner in order to make our decisions; committee discussion of what timeline this should be, agreeing that receiving them by this Friday (4/14/17) by 5pm would be best;

IV. Meeting adjourned at 8:59am