



**IRA Committee Meeting
Meeting Minutes
Tuesday, October 15th, 2013, 8:00am**

Attendance: Simone Aloisio, Vanessa Bahena, Kristina Cervi, Chanda Cunningham-Spence, Mar-Kell Law, Nicole Perez, Andrew Medrano, Paul Murphy, Brent Nessel.

Guests present: Janson Chapman

Staff present: Lisa Ayre-Smith

I. Meeting called to order at 8:01am.

II. Will the Committee accept late proposals?

V. Bahena, C. Cunningham motioned to discuss. Chair outlined options for accepting late proposals:

- a) vote to accept late proposals and put them into categories with the rest of the proposals
- b) accept late proposals and separate from other proposals (last priority category) with a 10/31/13 deadline
- c) don't accept late proposals.

Discussion as to timing. C. Cunningham suggested a "drop-dead" date. Discussion. C. Cunningham motioned to accept option B) with a modified deadline date of 10/15/13 for late proposals. P. Murphy seconded motion. Discussion of various dates and deadlines. Chair closed discussion. Vote passed by consensus. For Spring 2014 deadline, Chair will again bring this question forward to the Committee.

III. Approve Minutes of October 8th, 2013

Motion by V. Bahena to approve minutes. Seconded by S. Aloisio. Minutes passed by consensus vote.

IV . Go over responses to Committee's questions from week before. L. Ayre-Smith will follow up on any further questions on behalf of Committee.

a) 576 Conference on Social Justice for Education.

Chair opened floor for discussion. General question whether community event is an appropriate use of IRA funds. V. Bahena spoke to parking fees. Motion to fund at zero by Chair. Motion was seconded by V. Bahena. Motion passed by consensus.

b) 589 So Cal Writing Tutors Conference.

Discussion of amount of students possibly presenting. Does Committee need definite answers? What other conditions are to be placed on students going? General agreement that Committee needs a definite answer on who and how many students will present. Question to ask of sponsor: Will the 8 students for sure be presenting? By when will you know?

c) 0613 Traditional Irish Ethnomusicology

\$1000 requested budget amount was error; proposer requested changing it to \$1600 and that amount was reflected on IRA budget spreadsheet.

d) 0597 Mock Consulting website.

Discussion of website hosting (\$650) versus design. As IT services on campus can provide web hosting, the Committee removed \$25 from the proposal for web hosting. Funding amount stands at \$625 reflecting removal of the domain name.

V. Discuss Category I's

a) 614 An Evening with Sarah Gran. Funding amount stands as requested.

b) 606- Music in History.

c) 610-Community History Seminar. Chair mentioned \$200 for parking. Discussion of removing parking from all proposals. C. Cunningham-Spence spoke about past programs; students were not invited and now currently being expanded to students. Committee set current funding at \$1000 for honoraria.

- d) 584 So Cal Development Schools Conference. Proposal has \$2575 in food listed. As catering orders list all charges together, IRA Committee would remove linens and service fee as well as food. Parking for \$300. Revenue is from student and Professional revenue fees. Ask whether students listed on budget are non-CI or CI having to pay for tickets? Is it a student event or community event?
- e) 615 - Health Disparities in Hospice. Hotel, gas, mileage and travel should all be rolled into \$1550 honorarium. General agreement to keep funding at \$1550.
- f) 605 Varieties of Musical Experience. A. Medrano. P. Murphy spoke to issue of parking and why load-in's are needed for artist. \$1600 does not include parking.
- g) 594 The Seacoast through Time. Discussion of whether travel expenses for faculty and archaeologist are necessary. S. Aloisio explained that Island Packers is sole concessionaire. General Agreement \$1728 is appropriate.
- h) 580 César Chávez Week- Discussion of Roadrunner Shuttle. General agreement of merits of activity. P. Murphy noted that student comments said that they wished activity was longer next time. General agreement that we will put in comments that sponsors should take into account past feedback for future events, and have students work in field for more time.
- i) 607- Jazz Performance/Clinician. P. Murphy spoke to having performers stay all day and instruct students. A. Medrano clarified that proposal length is one day. Proposal remains at \$2025.
- j) 583- Anti-Bullying Project- K. Cervi introduced questions she had on the proposal.
- What are rentals or leases?
 - What are supplies and services for \$200? Audiovisual resources may already be paid for on campus.
- Who are the listed special consultant/facilitators? Chair noted that generally IRA cannot pay faculty salaries and wages. Committee will cap printing at \$100 and eliminate \$50 in copier chargeback, which currently puts proposal at \$1950. Committee will return to this proposal.



**INSTRUCTIONALLY
RELATED
ACTIVITIES**

**C H A N N E L
I S L A N D S**

k) 604- World Music Performance/ Clinician. It was clarified that there are seven musicians over 4 events.

l) Proposals 577 and 578. It was noted there are 48 students listed for 577 and 20 students for 578. Discussion of course and class. Chanda- Biology.

-Are they different class sections and different students- or is it the same class?

-Are they two different groups of students- or are same number of students going twice? Why is there different amount of students?

Review of IRA policy on meals. What is food situation on Island? What does food line item on budget encompass? P. Murphy suggested an across the board policy of not sponsoring food. Discussion of Island Packers price between proposal at \$104 round trip per person. N. Perez also noted that 577 also includes a trip to the Western Vertebrate Zoology Museum.

Discussion left off at 578.

VI) Chair Announcements & Reminders

Chair asked everyone to go over rest of Category I proposals and proposed voting timeline:

- Vote on Category I's by 11/12.
- Vote on Category II's on 11/19
- Vote on Category III's on 11/26 after that, giving two meeting days to discuss.
- Vote on budget as a whole on 12/3 or sooner.

VII) Adjourn

-8:57am.