IRA Committee Meeting Minutes
March 3, 2015; 8:00 – 9:00 a.m.
Bell Tower West Conference Room 1188

Members Present: Simone Aloisio, Paul Murphy, James Forrester, Dan Wakelee, Sara Sanders, Kristina Cervi, Vanessa Mendoza
Staff Present: David Daniels

Meeting called to order at 8:02am

Approval of Agenda

Agenda is approved with no objections.

Approval of Minutes of February 24, 2015

Meeting minutes from February 24, 2015, are approved with no objections.

Public Forum

D. Wakelee: we've received a couple inquiries about improvements to the application mechanism – right now just says "click to approve," lacks an option to deny; we're submitting a few suggestions on adding a denial option and also ability / space to leave additional comments;

D. Daniels reviewed revised budget figures / projections; S. Sanders asked how many applications we've received – answer from D. Daniels = 34 applications; D. Wakelee clarified that these are not all approved, but they have a few days left to get required signatures;

D. Wakelee: met with analysts last week, who are concerned about workload associated with management of IRA projects – will be continuing this conversation to come up with best solution so that IRA staff are not overwhelmed and neither are analysts; early conversations at the proposal sponsor level may have contributed to reduced total amount requested overall; also, CIA is moving toward managing projects via an annual fund;

P. Murphy asked how do we know how much we expect to have to use for projects not occurring until Fall – answer from D. Wakelee noted that we know that enrollment won't go down, projections can be made based on student IRA fee and percentage of enrollment growth;

S. Sanders asked if CERN request is to be bundled with other Fall-15 requests, or will they want to have a decision sooner – answer from D. Daniels recalled their feedback of wanting to have a decision sooner, as their event date is within FY14-15 (June 1st), plus

feedback received from sponsor expressed urgency due to graduation of CERN candidates; D. Wakelee recalled that if no IRA funding, CSU Fresno may be able to fund CERN, in which case IRA funding is not needed.

P. Murphy asked if we should ensure / clarify with them what will be brought back to campus; D. Wakelee cited example if they go on an international trip, there is a product that is brought back to the campus, even if some students go on to graduate; S. Aloisio stressed that we need to ensure that all proposals bring something back to campus; S. Aloisio expressed concern that some of the trips over the summer in particular aren't bringing back enough to campus; P. Murphy shared concerns; K. Cervi recalled student perspective, finding that students attending these trips frequently bring up their experience within their classes; S. Aloisio agreed, but noted that more could be done to advertise / popularize IRA events; D. Wakelee informed committee that student assistants will be contacting existing proposal sponsors about the new IRA Facebook page, which can be used for this purpose; also noted issues with spending student fees on people who are not students – if they've applied to graduate, then they will graduate in May, although Records may not post your degree until July or August; P. Murphy asked how easy it was to extend one's graduation – K. Cervi $15 and a form;

S. Aloisio requested that CERN proposal sponsors be asked 1) when students are graduating; 2) when do they need to know by; and 3) how do they propose to bring back their experience to campus? D. Daniels will perform the necessary follow-up.

Old Business:

Emergency Funding for Island Fox

K. Cervi recalled her previous comments on setting a precedent; P. Murphy says if funded, we could include verbiage that reminds them of IRA guidelines; S. Aloisio inclined to fund this, but cautioned that we shouldn't make this a pattern, i.e. failing to submit an application is not necessarily grounds for an emergency request. V. Mendosa asked about historical use of emergency requests; K. Cervi recalled that emergency requests occasionally arise when unforeseen costs come up, but this is her first time seeing this where a lack of application brought about the request.

S. Sanders will email committee a request for electronic voting on this issue, as quorum was not met at today's meeting.

New Business:

Categorization of Spring 2015 Proposals

D. Daniels will email committee the spreadsheet of IRA applications, sorted by amount requested and displaying initial totals; S. Sanders offered that she will do initial categorization of these, then will send to committee for further suggestions / discussion.

Meeting is adjourned at 8:35am