

## IRA Committee Meeting Minutes

September 30<sup>th</sup>, 2014

8:00am

Member Present: Vanessa Mendoza, Elizabeth Salgado, Sean Kramer, Nicole Perez, James Forrester, Paul Murphy, Simone Aloisio, Sara Sanders.

Staff Present: Andrea Skinner, Dan Wakelee, Dianne Wei

Member absent: Augustin Rangel-Gonzalez

I. Chair Welcome

Meeting called to order at 8:05am by the Chair Sara Sanders. She asked the participants to introduce themselves.

II. Presentation by Dan Wakelee

Dan presented an overview on the IRA Committee and Fee: What the IRA activities include, application categories, fall 2014 summary overview, types of projects funded, IRA fee levels.

III. New Business

A. Attendance and voting policy

Sara Sanders went over attendance and voting policy: Meeting to start on time, quorum is 5 member and 4 students, if 2 meetings are missed member will be removed from the committee, there is no voting by e-mail or phone, if there is a conflict of interest the member should abstain from voting.

B. Delegation of authority to chair

Simone Aloisio motioned to any proposal that goes over the budget must be brought to the committee for voting and that within the proposal and it goes over within 5% the chair can decide.

Chair called vote: Approved: 8

C. Request to defer IRA project#644 from fall 2014 to spring 2015

Discussion to change IRA project#644 from fall 2014 to spring 2015, no motion required, all agreed.

IV. Committee agreed to meet biweekly and that the next meeting will be 10-07-14 at 8am at the conference room in the student union.

V. Adjourn

8:32am