

IRA Committee Meeting Minutes Tuesday, November 6, 2018 — 8:15- 9:00 AM

Provost’s Conference Room BTW#2185

Meeting Objective: To conclude review of Category-III proposals in preparation for voting procedure; discuss upcoming Cat-II proposals.

**Attendees:** Sean Kelly, Vigneshwari Kumar, JuanPaulo Quiatchon, Lynette Landry, Bryan Ruiz, Andrea Skinner

**Staff:** David Daniels, Alexxa Esparza, Tom Hunt

1. Approval of meeting agenda and prior meeting’s minutes
   1. Meeting called to order at 8:17 am.
   2. B. Ruiz motioned to approve meeting minutes and agenda. V. Kumar seconded. All approved.
2. Concluding discussion of Cat-III Proposals
   1. Comments on other Cat-III proposals not previously discussed
      1. D. Daniels suggested conclusion of Cat-lll proposals by end of meeting.
      2. D. Daniels summarized that a late UNIV 392 proposal for a Costa Rica trip was received; recalled committee’s discussion that this proposal be deferred until the end, after reviewing all proposals submitted on time. D. Daniels also mentioned that the proposer politely requested for a response for this proposal by the end of the week.
      3. IRA #1130: Attend Grace Hopper Celebration of Women in Computing Conference
         1. Event location to be determined
         2. Voting will commence next meeting.
      4. IRA #1111: UNIV 392- Art in Paris
         1. Discussion regarding funding this trip.
            1. L. Landry commented if IRA cannot fund the trip, can students fundraise for this trip? L. Landry requested clarification between a UNIV 392 course and a field trip.

D. Daniels clarifies that a field trip is typically fully funded. UNIV 391 and UNIV 392 trips typically call for a course fee prior to enrolling.

* + - * 1. B. Ruiz suggested possibly reducing the trip to 2 weeks instead of 3 weeks. Could this possibly reduce the trip expense? A. Skinner suggested this could possibly reduce the trip budget.
        2. J. Quiatchon mentioned that this trip has been previously funded. J. Quiatchon questioned what the cost of this trip was when it was funded previously. D. Daniels stated that this trip was funded prior to him being in the IRA committee.
        3. J. Quiatchon compares the requested funds for UNIV 392: Germany Experience and UNIV 392: Art in Paris. V. Kumar clarified that UNIV 392: Germany Experience requested for less funding because this proposal did not include all expenses as opposed to UNIV 392: Art in Paris, which included all expenses.
        4. J. Quiatchon expressed his concerns regarding the large funds requested for this trip and was not sure this benefits the most students.
    1. IRA #: UNIV 392: Costa Rica
       1. L. Landry suggested deferring the Costa Rica trip. L. Landry also stated that with the amount of proposals received, a response for this trip might not be available until the end of November.
       2. L. Landry motioned to move the Costa Rica proposal to the end of the UNIV 392 list. Ranking it at the bottom of the list. S. Kelly seconded. All approved.
    2. IRA # 1124: Exploring Swarm Robotics to Mars and Beyond (COMP 470)
       1. V. Kumar mentioned this event occurs during finals week. V. Kumar asked for clarification if students do not attend this trip does the money come back to the IRA funds? S. Kelly stated that these types of trips typically have all students attend the trip. S. Kelly also mentioned that students are aware when enrolling into such courses.
       2. S. Kelly stated that some revenue goes back to programs which are essentially kickbacks from CERF funds. Kickbacks are essentially refunded money, for example, if students fail classes, the department will receive a refund.
    3. IRA # 1098: Arts Under the Stars 2019
       1. V. Kumar mentioned the revised Arts Under the Stars budget has been implemented into the IRA fund. V. Kumar questioned if the revised budget for Arts Under the Stars has significantly reduced the IRA funding amount?
       2. V. Kumar requested an update regarding resolving parking for Arts Under the Stars (AUTS). A. Skinner suggested Advancement possibly adding to their donation contribution.
    4. UNIV 392 courses
       1. Discussion regarding UNIV 392 trips:
          1. S. Kelly suggested taking all of the UNIV 392 courses and request the CIA to rank order these trips. L. Landry agreed with S. Kelly.
          2. A. Skinner stated that not fully funding proposals can lead to students creating creative ways to fund for their trips. L. Landry shared her experience when taking students on UNIV 392 trips, students L. Landry has taken to trips prior have created ways to fund for their trips.
          3. J. Quiatchon suggested possibly requesting proposal sponsors to move their proposal requests to another time frame. The IRA committee received more than average requests for UNIV 392 funds. This constricts the IRA budget. J. Quiatchon suggested this could possibly give more funding to grant to proposals if they are moved to another semester. V. Kumar mentioned from H. Castillo’s Question and Answer a few meetings ago, that switching course trips and or schedules is complex and has many conflicts.
  1. Suggested Motion:
     1. S. Kelly suggested a motion to Grant $50,284 to Student Research for student travel to attend conferences and to fund other student research-related travel.
     2. S. Kelly provided more detail on this motion:
        1. These funds are earmarked for the following trips:

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| IRA # | IRA Proposal | Proposal Sponsor | Requested Funds |
| 1130 | Attend Grace Hopper Celebration of Women in Computing Conference | Jason Isaacs | $11,210 |
| 1108 | American Chemical Society Meeting in San Diego | Brittnee Veldman | $15,000 |
| 1084 | NCECA Conference 2019 | Marianne McGrath | $9,112 |
| 1109 | CSU Health Policy Conference | William Wagner | $1,250 |
| 1122 | Twenty-sixth International Conference on Learning | Annie White | $7,490\* |
| 1121 | National Learning Stories Conference | Annie White | $6,222 |

* + - 1. Any unexpended funds shall be made available for students traveling to attend conferences and to fund other student research related travel.
      2. \* Only 1 student eligible; recommend RSCA mini-grant
      3. Purpose: Student Research has extensive experience working with students attending conferences. By bundling these requests, we can take advantage of existing experience and bundle funding in a way that reflects the “real cost” of student research travel.
      4. In the future we should encourage faculty to funnel these requests through Student Research so that a single funding request can be made on behalf of all students.
    1. L. Landry seconded S. Kelly’s motion. All approved.
  1. Presentation by Liz King, faculty sponsor of UNIV 392 Art in Paris
     1. D. Daniels notified the IRA committee regarding an update that Liz King could not attend for the presentation regarding UNIV 392 Art in Paris.
  2. Concluding discussion and voting on Cat-III proposals
     1. Voting for Cat-III proposals will be deferred to next weeks meeting on November 14th, 2018

1. Discussion and review of Cat-II Proposals
   1. Discussion on Cat-II proposals will be deferred to meeting on November 20th, 2018
2. Other business and meeting adjournment
   1. D. Daniels will update budget by next meeting.
   2. B. Ruiz motioned to adjourn meeting. V. Kumar seconded. All approved. Meeting adjourned at 9:13am