



**INSTRUCTIONALLY
RELATED
ACTIVITIES**

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

**IRA Committee Meeting Minutes
Tuesday, April 2nd, 2013
8:00am**

Members present: Simone Aloisio, Sean Anderson, Kristina Cervi, Callie Juarez, Andy King, Corey Kniss, Jana Plat, Tobin Streamland, Ashley Walters.

Staff present: Lisa Ayre-Smith

I. Chair Welcome

Meeting called to order at 8:01am.

II. Approval of the Minutes of March 26, 2013

K. Cervi motioned to approve. A. King seconded the motion. Minutes approved by consensus.

III. Business

A. IRA Policy

Discussion of AA02.002. Chair motioned that the phrase "Programs that sponsor instructionally related activities on the University Campus" should be changed to "Programs that sponsor instructionally related activities for the University." Friendly amendment, general agreement.

B. IRA Operating Guidelines & Procedures

Discussion of emergency requests, late requests, and deadlines. Discussion to be continued at next meeting

B. Discuss Proposals

Proposal 561

Recap of Discussion from last week.

Proposal 562

Discussion of whether or not Student Research Steering Committee could help fund this. Discussion of T-Shirts, supplies & advertising. One member suggested to continue advertising cap to \$100. Committee requested more details on supplies (including T-Shirts, supplies, & books) & advertising costs.

0566- Richard Wiley

Discussion of amount of Copier Chargeback; discussion of amount of requests & total amount.

Coordinator will ask proposer if he set the price; to provide us with a proposed schedule; specific learning outcomes; and to identify what \$500 copier chargeback is. Discussion of former English student events, nature of activities, & participation.



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567- Beatles Guest Artists

Discussion of number of visits of artists. Questions to be asked of proposer: Is 350-500 the number of students for both semesters? Will Laurence & Geoff Emerick also come both semesters?

Adjourn

8:58am