

IRA Committee Meeting Minutes
Tuesday, March 13, 2018 — 8:00-9:00 AM
(BTW#1188)

Meeting Objective: To discuss the semester outlook and strategy for IRA proposal review.

Attendees: Elizabeth Heim, Sean Kelly, Michael MacDonald, JuanPaulo Quiatchon, Andrea Skinner;

Staff present: David Daniels, Molly Oberst, Alexxa Esparza.

I. Introductions

- a. Meeting called to order at 8:11 am
- b. All committee members introduced themselves

II. Approval of Agenda/ Minutes

- a. E. Heim motioned to approve agenda. M. MacDonald seconded. All Approved.

III. Overview of IRA Proposals Received and Corresponding Budget

- a. D. Daniels presented the IRA budget plan for Fall 2018. D. Daniels presented and clarified the meaning of each column on the IRA proposals and Budget for Fall 2018. In addition, D. Daniels mentioned if all proposals were to be approved, there would be a surplus.
- b. Discussion of proposal review strategy
 - i. D. Daniels suggests members to familiarize themselves with proposals in category III, which can be found online.
 - ii. M. Oberst and D. Daniels explain the template and strategy for IRA proposals.

IV. Other business and/or meeting adjournment

- a. J. Quiatchon inquired on summary proposals and category III. D. Daniels and M. Oberst informed J. Quiatchon that the proposal summaries can be located online in sequential order and can be expanded for finer detail.
- b. J. Quiatchon inquired on the deadline for proposals. D. Daniels informed the committee that all proposals should be completed by the 8 week meeting time frame.
- c. J. Quiatchon inquired on the amount of students activities should benefit. S. Kelly shared that the IRA committee purpose is to benefit the students.
 - i. When it comes to benefitting students it varies, the proposal should be primarily beneficial. Next, the committee should then figure out whether students want their money to go into said

activities.

- d. Discussion regarding possible surplus in budget.
- e. E. Heim Motioned to adjourn the meeting. A. Skinner Seconded. All approved. Meeting adjourned at 8:43am.