

IRA Meeting
October 10, 2017

Meeting Objective: To review first batch of IRA proposals

Attendees: Sean Kelly, Lizbeth Perez, Michael MacDonald, Samuel Martinez, Elizabeth Heim, Jane Han

Staff: David Daniels, Anna Tovar, Molly Oberst, Andrea Skinner

- I. Meeting Agenda/Minutes approval
 - a. Meeting called to order at 8:02am
 - b. Andrea motioned to approve agenda, Michael seconded. All approved.
 - c. Andrea motioned to approve last meetings minutes, Michael seconded. All approved.
 - d. Committee welcomed Jane Han, newest student IRA committee member
- II. IRA Proposal Review
 - a. **IRA #944 BIO 433 Field Trip to SRI**
 - i. Missing about \$250 in requests for SRI usage Fee; S. Kelly asked if that fee had been waived before; M. Oberst shared that she is meeting with Dan next week and will discuss. S. Kelly concerned that they might have under-budgeted for food, in the past he's spend about \$600 for food for 3 days, buy the food, take it out to the island and cook it there in the kitchen. Committee agreed to go back to proposer and ask them to increase request.
 - b. **IRA #945**
 - i. D. Daniels pointed out that this proposal includes honoraria for visiting speaker
 - ii. A. Skinner noticed there is no lodging cost on the budget, recommended we ask the proposer to include that cost in budget. Ask Annie White if honoraria includes lodging or if she needs to update her request and increase.
 - c. **IRA #946 East of Salinas Documentary and Screening**
 - i. Also an honorarium for visiting speaker (Film Director). E. Heim asked if they need to purchase the rights to screen the film, M. MacDonald pointed out that if the Director is coming, then not necessary.
 - ii. M. MacDonald asked if we could get more detailed budgets with breakdown of sums to see what each line item covers (i.e. Honorarium includes...) Asked what are the key indicators for event proposals and what they should look for to approve. D. Daniels says it's discretionary and should focus on enrichment of program and instructional activities. M. MacDonald also asked if the Dean has looked through the proposals and approved, do we not have to look at validity of documentary. D. Daniels replied that it is fair to say that we do not, because it's already gone through program level approval.
 - d. **IRA #947 The Courts, The Schools and Social Justice**
 - i. D. Daniels pointed out that they are requesting part of their total budget from IRA, the rest is funded by other sources. M. MacDonald asked what Lottery is, M. Oberst explained that the California Lottery allocates funds for programs and schools, and the SOE get their own lottery funds which they have used previously to fund this event and they also get Provost's support. D. Daniels will request additional detail on amount of assistance from other sources.
 - e. **IRA #948 Barrio Nerds Book Talk**
 - i. No concerns
 - f. **IRA #949 Woodcock Munoz Purchase: Formal Assessment in Spanish**

- i. D. Daniels observed that this is a request for a piece of software/technology and we typically do not fund equipment, we generally refer these requests to MSFT. S. Kelly reminded the committee that we have in the past funded equipment, like for the Mariachi club instruments; A. Skinner pointed out that it's not really technology, it's a software like books. M. Oberst also shared that it could be a timing issue for the proposer, because MSFT will not be available until next Fall. A. Skinner observed that the amount is not a lot and she is inclined to approve.

g. IRA #950 English Speaker Series

- i. D. Daniels shared that we have been funding this every year. S. Martinez observed that budget file is very vague and needs more detail; requests additional explanation from proposer. M. MacDonald pointed out that it could be because the proposer is not yet sure about who he will be having as speakers yet.

h. IRA #951 Arts Under the Stars

- i. D. Daniels observed that this request has been funded every year, the amount increases each year due to increased attendance; last year had about 700. Committee requests other options for audio/visual services and costs. What is the video recording for? D. Daniels shared that it's for student portfolios and CI archives. M. Oberst – what happens after it's archived? And if it's for portfolios, then this would give only some students an advantage of having professional video. A. Skinner requests that proposer explore other vendors less costly than Luners.

III. Continuing Business

- a. Assisting the Santa Rosa Island Research Station (SRIRS) with Santa Rosa Island (SRI) proposal review
 - i. D. Daniels reviewed last meeting's agreement on SRI proposal review.

IV. Other business and/or meeting adjournment

- a. Meeting adjourned at 8:55am
- b. D. Daniels reminded committee members that next week's meeting will be held at Student Union Building, second floor.