



IRA Committee Meeting Minutes  
Tuesday, October 31<sup>st</sup>, 2017 — 8:00-9:00 AM  
(SUB#2023 “B”)

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Meeting Objective: To vote on second batch of IRA proposals reviewed (Category-III), and to discuss/ review next batch of IRA proposals (Category-II and SRI trips).

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

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

- I. Meeting called to order at 8:05am
- II. Approval of Agenda/Minutes
  - a. Postponed due to lack of quorum
- III. Further discussion and vote on second batch of IRA proposals previously reviewed (IRA#s 954, 953, 961, 952, 956, 977, 994, 987, 955, 974)
  - a. IRA#994 (Bats on SRI)
    - i. D. Daniels shared the proposer’s answer to last meeting’s question, which said that he could not remove the equipment from the IRA request; M. Oberst proposed that if he could not get the equipment funded somewhere else, then perhaps we should not approve the IRA request. Ask him to get back to us to see if he’s secured other funding source for his equipment first.
- IV. IRA Proposal Review
  - a. IRA#0996 – CI Student Songwriting Competition (Cat-III)
    - i. No further discussion
  - b. IRA#0997 – Campus Reading Celebration 2018 (Cat-III)
    - i. Repeat proposal for the past decade. S. Kelly observed that the \$2000 printing line seems excessive, ask proposer for justification; A. Skinner suggested that they think about doing e-books instead of paper books in the future, perhaps publisher bundling?; M. Oberst confirmed that they receive their food budget from Morale Funds.
  - c. IRA#1001 – Birth Education and Doula Training
    - i. Doula certificate program launch - D. Daniels shared that IRA guidelines section 2C discourages IRA fund use for tutorial programs, since these are the responsibility of instructional funds via the General Fund. M. Oberst shared that nursing program does not have this in their budget, and Lottery deadline has passed so they may not be able to get the funding. S. Kelly recommended to table this discussion until next meeting, as L. Lynette may have valuable insights on this;

- d. IRA#1005 – Choral Spectacular 2018
    - i. M. Oberst shared that she has sung in this choir and it's an excellent opportunity to sing with an orchestra and learn classical music. M. MacDonald asked what the course fee was, M. Oberst replied that it's to pay for the sheet music.
  - e. IRA#0957 – Noche de Fiesta 2018
    - i. Tabled
  - f. IRA#0988 – ESRM Spring Speaker Series 2018
    - i. Tabled
  - g. IRA#0972 – Natural Impressions, Santa Rosa Island (SRI)
    - i. D. Daniels clarified that this is a weekend trip, M. Oberst asked D. Daniels to create a list of SRI trips and include whether they are day trips or multiple days. D. Daniels observed that the food budget might be a little bit over.
  - h. IRA#1002 – PA Spr'18 Production: The Importance of Being Ernest
    - i. Tabled
  - i. IRA#1008 – CI Steel Drum Recording Project II
    - i. Tabled
  - j. IRA#0975 – Field Trip to Virtual Reality: Exploring Online Communities in Virtual Reality
    - i. Dean's comment does not recommend IRA funding for this proposal due to equipment request which does not fall under IRA fund use. M. Oberst asked what are the alternatives to fund things for which IRA does not approve, S. Kelly answered MSFT and asked what the guidelines were on Lottery, M. Oberst answered anything in the classroom qualifies for Lottery funding.
  - k. IRA#0990 – Conservation BIO Class Field Trip to SRI
    - i. No further discussion
  - l. IRA#0986 – ESRM 200 Class Field Trip to SRI
    - i. No further discussion
  - m. IRA#0965 – Ornithology Trip to SRI Research Station (SRIRS)
    - i. No further discussion
- V. S. Kelly observed that several IRA proposals are for conferences, and reminded the committee that the Student Research Steering Council has funding specifically for these types of activities; recommended that they be routed through SRSC instead of directly through IRA because that's what the conference committee is for.
- VI. Discussion of adding chair/dean review timeline after IRA application deadline
- a. Remaining proposal discussion tabled until next meeting.
- VII. Other business and/or meeting adjournment
- a. A. Skinner motioned to adjourn 8:53am, J. Han seconded. All approved.