

IRA Committee Meeting Minutes  
Tuesday, November 28, 2017 — 8:00-9:00 AM  
(SUB#2023 “B”)

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Meeting Objective: To vote on all remaining IRA proposals.

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**Attendees:** Samuel Martinez, Michael MacDonald, Lynette Landry, Sean Kelly,  
Elizabeth Heim, Jane Han, Andrea Skinner

**Staff:** David Daniels, Anna Tovar, Molly Oberst, Kent Porter

I. Approve Meeting Agenda and Minutes

- a. Meeting called to order at 8:04am
- b. S. Martinez motioned to approve prior meeting's minutes, M. MacDonald seconded, all approved.
- c. S. Kelly motioned to approve meeting agenda, A. Skinner seconded. All approved.

II. Vote and further discussion on all previously-reviewed IRA proposals

- i. IRA#0980 – BIO 450 Field Trip to Long Beach Aquarium (requested revised budget file and post-activity report)
  - ii. IRA#0993 – U.S. Central Americans (asked to clarify amount of funding request and if Facility chargebacks are needed)
  - iii. IRA#0991 – Aztec Dance & Culture
    1. D. Daniels shared that proposer is able to send previous year's proposal, however, informed the IRA committee that the class has been cancelled for the semester.
  - iv. IRA#0989 – Pollutant Characterization (requested to coordinate with Broome Library for video recording resources
    1. Partial approval; defer video equipment line item budget request to CERF or alternative funding
  - v. IRA#0985 – Global Studies Capstone Awareness Event (asked to clarify if Facility chargebacks are needed)
  - vi. IRA#0995 – Math and Reading for Future Elementary School Teachers (asked for feedback re coordinating with acquisitions librarian)
    1. Denied by committee, insufficient response to approve; inform proposer to please utilize Library reserves for this project and to continue to coordinate with acquisitions librarian; M. Oberst observed that proposers answer implied that the math books would be kept with the math department instead of the library; L. Landry mentioned that Dean's comments express concern/hesitance at math faculty having their own mini library.
- b. Final batch:
- i. IRA#0992 – Historiography Class and Community Seminar
    1. M. Oberst observed only honorarium is listed in budget file, however, we know there will be other costs (i.e. Campus facility

chargebacks) so check on those. Also, ask proposer to resubmit budget file in IRA budget file format.

- ii. IRA#0959 – Guest Lecture with Duncan Tonatiuh
- iii. IRA#0979 – PoliSci Guest Speaker Series
- iv. IRA#0966 – Field Trip to Oxnard Historic Farm Park
  - 1. Should not count course fee, regard as full funding from IRA.
- v. IRA#0971 – Healthcare Reporting in California: Campus-wide Lecture
- vi. IRA#0970 – Pacific Standard Time: LACMA Field Trip
- vii. IRA#1007 – Art History Speaker Series
- viii. IRA#0969 – Community-based Storytelling Radio Production Workshops
- ix. IRA#0973 – Guest Speaker Eryn Eryilmaz
- x. IRA#0981 – Guest Lecture by Marcelo Lopez
- c. S. Martinez motioned to approve previous and final batch proposals as discussed, A. Skinner seconded. All approved.

### III. Other business and/or meeting adjournment

- a. M. Oberst suggested to make some changes to the form to improve technical corrections. M. Oberst and A. Tovar could work on it before next semester's email for proposal requests goes out (i.e. SRI proposal approvals, Dean approve deadlines, etc.)
- b. S. Kelly motioned to adjourn meeting. M. MacDonald seconded. All approved. Meeting adjourned at 8:28am