

## IRA Committee Meeting Agenda

Tuesday, September 26<sup>th</sup>, 2017 — 8:00-9:00 AM

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Meeting Objective: To welcome new and returning committee members, review the committee's purpose, and prepare to review proposals for Spring 2018 activities.

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

Staff present: David Daniels, Anna Tovar, Molly Oberst, Dianne Wei, Kent Porter, Andrea Skinner

### I. Welcome back and introductions

- a. Meeting called to order at 8:03am
- b. All committee members introduced themselves. D. Daniels also announced that this semester we will have 6 students serving in IRA committee.

### II. Approval of Agenda/Minutes

- a. L. Perez motioned to approve agenda, S. Martinez seconded. All approved.
- b. L. Perez motioned to approve prior meeting minutes, A. Skinner seconded. All approved.

### III. Procedure review and presentation of budget (D. Daniels)

- a. D. Daniels presented the IRA budget plan for Spring 2018 and shared that 2 prior international trips were cancelled (Costa Rica and Germany) which means that there is extra money available for Spring 2018 proposals; IRA deadline to submit proposals is Monday, October 2<sup>nd</sup>; committee won't meet next week, Deans will need time to approve proposals and then D. Daniels will upload them to IRA website also next week; proposals will be sorted in a summary excel spreadsheet by amount and split into categories I, II, III.

### IV. New Business

- a. Assisting the Santa Rosa Island Research Station (SRIRS) with Santa Rosa Island (SRI) proposal recommendations
  - i. Committee agreed to receive and review proposals that include SRI trip but as far as resources and availability, proposer should contact SRIRS Director, Robyn Shea. Perhaps the committee could include wording in the proposal approval letter to recommend that SRIRS be contacted to confirm dates & availability.
  - ii. S. Kelly shared that he suggested to Dan Wakelee that they

review and choose which proposals to accept or which ones the Island can accommodate, and leave the decision to the Station, not the IRA committee, M. Oberst suggested that the committee isolate SRI proposals as soon as they're submitted for review and check with Dan and Robyn for feasibility.

V. Other business and/or meeting adjournment

- a. S. Martinez motioned to adjourn the meeting, L. Perez seconded. All approved. Meeting adjourned at 8:23am.