

## IRA ANNUAL PROGRAM OVERVIEW: COLLEGE OF HUMANITIES AND FINE ARTS

The IRA Board is responsible for the oversight of Certified IRA Programs; this template will enable the board to easily see any changes in the programs at a high level.

Please limit your responses to no more than 2 pages total, and submit by **February 15** to [jmays@csuchico.edu](mailto:jmays@csuchico.edu).

Signature of Dean/Director:  Print Name: Joseph M. Alexander

1. List the college's prior year carryover and current year allocation dollar amounts.

| College / Unit                      | Prior Year Carryover | Current Year Allocation |
|-------------------------------------|----------------------|-------------------------|
| College of Humanities and Fine Arts | \$107,806.00         | \$187,685.00            |

2. List the total dollar amount allocated from the college/unit to each program.

| IRA Program                                  | Prior Year Allocation | Current Year Allocation | Estimated Student Participation | Estimated Student Out of Pocket Cost | Other Sources of Funding |
|--|-----------------------|-------------------------|---------------------------------|--------------------------------------|--------------------------|
| Chico State Bands - Symphonic Band           | \$2,500.00            | \$2,500.00              | 121                             | \$0.00                               | \$2,466.00               |
| Choral Union                                 | \$3,000.00            | \$3,000.00              | 218                             | \$0.00                               | \$6,064.00               |
| Ethics Bowl                                  | \$0                   | \$5,000.00              | 75                              | \$750.00                             | \$0.00                   |
| Guitar                                       | \$1,000.00            | \$1,000.00              | 20                              | \$0.00                               | \$878.00                 |
| Jazz Ensembles                               | \$3,000.00            | \$3,000.00              | 81                              | \$0.00                               | \$3,986.00               |
| Literary Editing Programs - Watershed Review | \$4,000.00            | \$4,000.00              | 41                              | \$0.00                               | \$0.00                   |
| Music Programs                               | \$5,000.00            | \$5,000.00              | 20                              | \$0.00                               | \$0.00                   |
| Musical Orchestra                            | \$6,000.00            | \$6,000.00              | 0                               | \$0.00                               | \$0.00                   |
| School of the Arts                           | \$75,000.00           | \$75,000.00             | 65                              | \$0.00                               | \$0.00                   |
| School of the Arts Productions               | \$4,500.00            | \$4,500.00              | 84                              | \$0.00                               | \$0.00                   |
| Steel Band Ensemble                          | \$1,000.00            | \$1,000.00              | 14                              | \$0.00                               | \$0.00                   |
| Student Arts Exhibits                        | \$16,000.00           | \$21,000.00             | 600                             | \$0.00                               | \$0.00                   |
| Theatre Arts                                 | \$20,000.00           | \$25,000.00             | 128                             | \$0.00                               | \$52,738.00              |

3. Please list any of your IRA programs that are no longer in operation.

- a. North State Symphony – somehow the program is no longer funded but the Symphony is still in operation. There was never any consultation or communication about this action which occurred over the summer 2016; Not the IRA Board, Not the NSS ED, Board or the Dean's Office. No discussion at all.

4. Has any program expanded or decreased?

Need for student assistance has increased to address operational demands impacting all College IRA programs. Opportunities brought on with the opening of the new Arts & Humanities building have been both a blessing and a curse.

5. Has any program had large (5-10%) changes in its allocation or expenses due to travel fluctuations, growth or shrinkage of the program? If so, please list.

- a. North State Symphony lost its funding of \$15,000.00 (see #1 above). Additionally, the School of the Arts itself has the need for increased student assistant funding due to the increased student assistance demand across all programs. ie: The Turner/UAG & MFA Galleries, New Arts &

Humanities Building/Recital Hall, systems and scheduling complexities require more crew (SOA), New Galleries in Arts & Humanities have created additional demands for student assistance. Before moving to the new location, staff didn't have offices outside of the gallery so they served as gallery sitters/docents during open hours. Now their offices are located in the rear collection space not the gallery and in an office down the hall from the galleries so the need for gallery sitters is critical. The new recital hall requires additional crew members, training and support for the range of events using the space. UAG has sought and received one time funding twice and SLF awards to cover student assistants.

6. Please explain any rollover (unused) balances your college/programs have and how you plan to spend these funds (list program and amounts below).
  - a. In the 15-16 year, Ethics Bowl did not have a director so there was no need for funding. This year, the Ethics Bowl reinstated their team and hosted the Regional Ethics Bowl on campus, thus requiring funding.

All discretionary funds that the college has are used for "cushion budgeting" for unexpected changes in plans. We do keep a discretionary fund base to take into account a possible unplanned drop in ticket revenue to ensure a balanced budget and as insurance should problems arise or special opportunities or requests come up, in which case we'll assess and allocate to be sure that programs are successful. We allocate funds to departments and expect that they will balance their budgets. If they do not, we balance with the discretionary funds, or, if required, discretionary funds from other departments.

Funding also helps support special projects involving student travel to special performances and for last minute changes, whether for spending plans or income shortfall; and for purchase of supplies and equipment used by students who work on our various IRA projects, such as back line and frontline and production items and a wide variety of supplies and materials required to support productions, concerts, and exhibitions. The School of the Arts leased printer provides new service to all programs (free). We as the cost center cover the lease expense of approximately \$189.20 per month, and \$150 per month average for materials.

Current carryover balance in IRA Discretionary is \$84,591.87. Shared equipment used by our IRA Programs is being assessed for replacement and augmentation to serve the greater good such as back line, frontline and production items and a wide variety of supplies and materials required to support productions, concerts etc. exhibitions.

**From:** [Suschil, Dianne](#)  
**To:** [Mays, Jennifer](#)  
**Subject:** RE: North State Symphony IRA Status?  
**Date:** Thursday, August 18, 2016 3:06:43 PM

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Hi Jennifer,

No apologies needed. We are the ones sorry for our internal communication breakdown. Bob probably thought we were all on the same page and did not realize it. We will work it out.

Thanks as always!  
Dianne

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**From:** Mays, Jennifer  
**Sent:** Thursday, August 18, 2016 1:57 PM  
**To:** Whitley, April <[apwhitley@csuchico.edu](mailto:apwhitley@csuchico.edu)>; Alexander, Joseph <[JAlexander@csuchico.edu](mailto:JAlexander@csuchico.edu)>  
**Cc:** Suschil, Dianne <[DSuschil@csuchico.edu](mailto:DSuschil@csuchico.edu)>  
**Subject:** RE: North State Symphony IRA Status?

Sorry, I was only involved in the funding aspect, and was under the impression that Bob would have communicated this with your office, so I apologize for this being a shock.

*~Jennifer*

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**From:** Suschil, Dianne  
**Sent:** Thursday, August 18, 2016 1:05 PM  
**To:** Whitley, April <[apwhitley@csuchico.edu](mailto:apwhitley@csuchico.edu)>; Mays, Jennifer <[JMays@csuchico.edu](mailto:JMays@csuchico.edu)>  
**Cc:** Alexander, Joseph <[JAlexander@csuchico.edu](mailto:JAlexander@csuchico.edu)>  
**Subject:** RE: North State Symphony IRA Status?

Hello all,

Yes, I only recently saw the \$15,000 NSS transfer in our G1006 and the deduction off the baseline in T6300 so that is what prompted our initial question. I knew Bob was discussing the NSS situation with Mike; I did not realize it was going to lose IRA status either.

Joe, I am going to have to find out who is current using or tied to the the IRA 36509 NSS account (PCC, Joe DiMaggio's student for print orders, copier account etc.) to stop spending. Joe, we need to check in with Bob to find out what else was decided on regarding the symphony.

Thank you for the information Jennifer.

Dianne

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**From:** Whitley, April

**Sent:** Thursday, August 18, 2016 12:54 PM

**To:** Mays, Jennifer <[JMays@csuchico.edu](mailto:JMays@csuchico.edu)>

**Cc:** Alexander, Joseph <[JAlexander@csuchico.edu](mailto:JAlexander@csuchico.edu)>; Suschil, Dianne <[DSuschil@csuchico.edu](mailto:DSuschil@csuchico.edu)>

**Subject:** RE: North State Symphony IRA Status?

Wow! Okay, neither Joe or I were aware that they were losing IRA status and funding. We have expenses already hit this year, so we will get those charges transferred to our D09400 where the allocation now sits.

Thanks for this information, it's really helpful. Will there be a notice going to the Symphony director indicating that they no longer have IRA status? Or is it up to us to touch base with Elizabeth Quivey (new NSS Director) about that?

Thanks,

**April Whitley**

Administrative Support Coordinator

College of Humanities and Fine Arts

Arts and Humanities, Room 279 – Zip 0800

530-898-6047

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**From:** Mays, Jennifer

**Sent:** Thursday, August 18, 2016 12:24 PM

**To:** Whitley, April <[apwhitley@csuchico.edu](mailto:apwhitley@csuchico.edu)>

**Cc:** Alexander, Joseph <[JAlexander@csuchico.edu](mailto:JAlexander@csuchico.edu)>; Suschil, Dianne <[DSuschil@csuchico.edu](mailto:DSuschil@csuchico.edu)>

**Subject:** RE: North State Symphony IRA Status?

Hi April,

Mike Ward decided on this arrangement, and instead you will be given a GF allocation for this purpose in the amount of \$15K. Bob Knight is aware of this arrangement as well. Concern originally arose when the IRA committee saw extremely low student participation numbers in the program per the \$\$ that were being spent. This prompted a discussion around it, and a solution to change the source of funding. You'll now need to expend the dollars in G1006 as well. Dianne, when we make our other base/one-time allocations for 16-17, you'll see \$15K specifically for NSS – please make sure they receive it. HFA will no longer be funded for NSS with IRA \$\$, nor should NSS expend any dollars in T6300.

Let me know if you have any other questions.

Thanks,

*~Jennifer*

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**From:** Whitley, April

**Sent:** Thursday, August 18, 2016 12:01 PM

**To:** Mays, Jennifer <[JMays@csuchico.edu](mailto:JMays@csuchico.edu)>

**Cc:** Alexander, Joseph <[JAlexander@csuchico.edu](mailto:JAlexander@csuchico.edu)>

**Subject:** North State Symphony IRA Status?

Hi Jennifer,

I'm just reviewing our IRA budget for this year, and I see that you took out \$15,000.00 for the Symphony. Just curious – did the Symphony lose IRA status? Or just the funding? It's important for us to know the status so we know how to staff the crews that would normally support the Symphony. Normally, it would be crews funded by IRA.

Also, I guess I was out of the loop on the decision regarding Symphony IRA funding. How come they are not being funded by IRA this year?

Thank you,

**April Whitley**

Administrative Support Coordinator  
College of Humanities and Fine Arts  
Arts and Humanities, Room 279 – Zip 0800  
530-898-6047