

## INSTRUCTIONALLY RELATED ACTIVITIES (IRA) BOARD MEETING

JANUARY 29, 2016 10:00-11:00 AM BMU 205

# MINUTES

**Members Present:** Vu Nguyen (Chair), Deanna Jarquin, Michael Pratt, Matt Zaleski, Marc Langston, Hyunjung Kim, Todd Gibson

**Members Absent:** Alek Palmersmith

**Staff:** Jeni Kitchell, Kimberly Scott, Stephen Cummins, Jennifer Mays

**Staff:** None

**Others Present:** Jenny Breed, Stephanie Bianco

- I. Call to Order
  - a. Vu Nguyen called the meeting to order at 10:01 am.
- II. Approval of Minutes
  - a. December 4, 2015 – approved 7-0-0
- III. New Business
  - a. Discussion Items
    - i. New Program Proposal – Center for Healthy Communities (CHC) Food Insecurity Prevention Program
      1. Jenny Breed, Stephanie Bianco presented. Discussion ensued around the program asking for funding for donation items, the program not being associated with a competition or culminating event, and how it is a center receiving millions in grant funding (for specific purposes).
      2. Allowable requests may include funding for travel, student assistants, and possibly OE in support of the program; however no donations (bulk food, farmer's market bucks, Chico bags, etc.) are allowable under IRA expenditure guidelines. Food tasting materials seemed allowable as this would be a programmatic item in support of their activities.
      3. Program enrolled 600 students in CalFresh last fall. 15 interns actively involved in addition to the one paid student.
      4. If program is approved, they could revise their budget to include only allowable items.
    - ii. New Program Proposal – Engineers for Alternative Energy
      1. No representative attended. Program plans to attend the annual Northern California Solar Regatta. Budget request of \$2500 includes boat parts and travel expenses.
      2. Questions included whether this is the only competition the group is involved in, and when the program was first started. Postponed further discussion until a representative is present for questions.

- b. Action Items
- IV. Old Business
  - a. Discussion Items
    - i. Updated EM – no status update due to FASP not meeting.
  - b. Action Items
- V. Announcements
- VI. Adjournment
  - a. Vu Nguyen adjourned the meeting at 10:47 am.

Upcoming Dates:

- February 1 - Call for Exemplary Performance Funding Round II (due Feb 28)
- March 1 - Call for Work Study Funding Requests for next year
- April 1 - Call for Exemplary Performance Funding Round III (due Apr 30)