

## INSTRUCTIONALLY RELATED ACTIVITIES (IRA) BOARD MEETING

JANUARY 31, 2014 1:00-3:00 PM BMU 205

# MINUTES

**Members Present:** Michael Barrett, Chair, Jeffery Zawoysky, Jimmy Draper, Hyunjung Kim, Marc Langston, Steffen Mehl

**Members Absent:** Taylor Herren, Daniel Schindler

**Staff Present:** Jeni Kitchell, Stephen Cummins, Jennifer Mays

**Staff Absent:** Arno Rethans, Kimberly Scott

**Others Present:** Greg Hinds

- I. Call to Order
  - a. The Chair, Michael Barrett, called the meeting to order at 1:01 pm
  - b. Welcome to Jeff Zawoysky. He replaces Marlene Romero who stepped down due to scheduling conflicts this semester.
- II. Approval of Minutes
  - a. December 13, 2013
    - i. A motion was made to approve the minutes: 6-0-0 MSC
- III. New Business
  - a. Discussion Items
    - i. New Program Proposal – ECC Water Treatment Team.
      1. Greg Hinds presented. The ASCE Mid-Pacific Conference gives the ECC Water Treatment Team the opportunity to confront real-world scenarios and develop applicable solutions to those problems. The 2014 conference will be hosted in Fresno, California by CSU, Fresno on April 3rd-5th . The conference contains five categories: water treatment, concrete canoe, steel bridge, geo-technical and transportation – Chico State will compete in all five. The team integrates several concepts from courses found in ECC (CIVL 430, CIVL 321, among others), as well as communications, chemistry, math, etc. 6-12 students and 3 faculty members are involved with the program.
  - b. Action Items
    - i. One-time Funding Proposal – AGR Academic Quadrathlon: \$5,052.72
      1. Requesting travel funding for 2014 Western Section of the American Society of Animal Science Academic Quadrathlon Competition held in

San Angelo, TX in June. Proposed expenses include travel for four students and one coach.

2. Vote: 6-0-0 MSC

IV. Old Business

a. Discussion Items

i. Alcohol and Drug Policy contained within IRA Student Code of Conduct

1. There are extra policies on campus like Athletics that have their own policies. Sports teams are different; they all get on the bus, and all return together. IRA is not like that; they take their own cars, stay longer, and difficult to oversee the students. Athletics also has the higher authority of the NCAA mandating them in a certain direction.
2. Advise Arno Rethans to discuss with the Provost to then discuss with the President. It's been on agenda for several months with no resolution. Michael Barrett will inquire with FASP to see if they've come up with a solution.

ii. Update Expenditure Guidelines (technology and/or equipment as allowable purchases)

1. Now that we've gone through the round of one-time funding, we see what type of equipment and technology purchases are needed. So much of the equipment purchases are integral to their programs. They are prudent in their spending and evaluating of their purchases. We have tracking processes on campus for University equipment. It's different now than when this policy was first started. We see a lot of rollover, and they are good about managing their budgets. We just don't want to see burdening the students because they are spending dollars on equipment. We will get a sense during their 3-year reviews.
2. How involved are students when it comes to managing the budget? In ECC they submit a proposal and then are very involved in managing the money.
3. Staff to ask AASs to ask their programs how involved students are in managing the budgets.

iii. Update [EM 87-009](#)

1. Michael Barrett will draft an updated version based on the feedback he received at the meeting, and will present the board with it at the next meeting.
2. Staff to investigate the origin of EP & R 83-58.

b. Action Items

V. Announcements

- a. Next IRA Meeting will be February 14, 2014.

VI. Adjournment

- a. The Chair, Michael Barrett, adjourned the meeting at 2:16 pm