

## INSTRUCTIONALLY RELATED ACTIVITIES (IRA) BOARD MEETING

FEBRUARY 28, 2014 1:00-3:00 PM BMU 205

# MINUTES

**Members Present:** Michael Barrett, Chair, Taylor Herren, Jimmy Draper, Jeffery Zawoysky, Daniel Schindler, Marc Langston, Steffen Mehl

**Members Absent:** Hyunjung Kim

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

**Others Present:** Joe Alexander, Ben Juliano, Eddie Vela, Adrienne Scott, John Crosby, Garrison Boyd, Mallorie Hayes, Kady Hammer

- I. Call to Order
  - a. The Chair, Michael Barrett, called the meeting to order at 1:02 pm
- II. Approval of Minutes
  - a. February 14, 2014
    - i. A motion was made to approve the minutes: 6-0-1 MSC
- III. New Business
  - a. Discussion Items
  - b. Action Items
    - i. Program Review Presentations
      1. College of Humanities and Fine Arts
        - a. Joe Alexander, Associate Dean of HFA, presented the value of their programs, and how important the IRA funding is to all of their programs. Programs are doing some extraordinary things, and they appreciated the extra one-time fall funding.
        - b. Rollover has been lowering each year, most likely due to the GF budget cuts and inability to assist with general fund dollars, despite the carryover seeming especially large (64% into 13-14). Equipment that can become non-operable at any moment would use a large portion of their rollover, thus they need a large cushion.
        - c. Would like the board to clarify Exemplary Performance Guidelines: there is a difference between experiential knowledge, vs. competitions vs. invitations to attend regional/national special events. Not all exemplary performances would fall under competitions, and does not want

- HFA programs to be excluded. Suggested the board clarify the EP Guidelines.
- d. There would be no cost increases for the students if equipment purchases were allowed, actually less because students don't have to purchase the equipment themselves. There are insignificant student out of pocket expenses in general.
  - e. Campus-wide concert events for SOTA Productions - working with the Associated Students is difficult, and working with space/facilities issues on campus is cumbersome and costly. Impedes certainty with curriculum, and students can't navigate the process.
2. College of Engineering, Computer Science and Construction Management (1:45 pm)
- a. Ben Juliano, Interim Dean of ECC, presented the value of their programs, and how important the IRA funding is to all of their programs. Title V unit reductions to 127 or 128 units has caused lab opportunities to decline, and IRA has helped provide additional experiences to work in teams, with their hands, on real world applications. IRA is very important to these students.
  - b. Coffee cart program was stopped due to Risk Management issues, so are looking for alternatives to make up for the ~\$2,000 loss of fundraising revenue.
  - c. ECC tries to pay for the expensive equipment that they have, so there is no substantial out-of-pocket costs to students other than meals occasionally.
  - d. IRA programs are a recruitment tool for students (Choose Chico Day) – when they see the vehicles, for example, the students get excited. Students brag about the student involvement and hands-on aspect - it sells.
  - e. Super Mileage Vehicle program - inactive due to lack of funds (corporate sponsorship). Vehicle crashed in Iceland...
  - f. Steel Bridge budget review document duplicate - Ben to check into due to different dollar amounts, and get back to the board.
3. College of Behavioral and Social Science (2:15 pm)
- a. Eddie Vela, Interim Dean of BSS, presented the value of their programs, and how important the IRA funding is to each of their programs. Programs meet with the dean periodically on budget, and spending down rollover, as well as to discuss funding needs via a proposal process.
  - b. Adrienne Scott presented for the Museum of Anthropology. The museum is one of very few places to learn hands-on museum practices, and have the opportunity to become curators.

- c. John Crosby presented for the Model United Nations program. Handed out the program's 13-14 budget. Attending Seattle and NY this year, representing Malaysia. They typically win about half the awards, and feels they will become future leaders. They've won 6 out of 7 years the Outstanding Delegation Award, and are #2 in the world as far as awards per capita.
- d. Students spoke about the leadership and business skills that they learn via the program, and how their capstone courses are easier due to the experience, and improved global understanding. "Best decision of my college career".

#### IV. Old Business

##### a. Discussion Items

- i. Alcohol and Drug Policy contained within IRA Student Code of Conduct
  - 1. Michael Barrett did not have a chance yet, but will soon draft a memo to the President on behalf of the board in an effort to receive direction on this issue. Michael didn't have a chance to discuss at FASP but will ask the chair at their upcoming meeting to get a status update.
- ii. Update Expenditure Guidelines (technology and/or equipment as allowable purchases)
  - 1. Staff asked colleges how involved students are in managing the budgets, and in general they are not very involved. Faculty are cognizant of keeping out-of-pocket expenses low for students.
  - 2. A subgroup of the board briefly discussed the issue, and will meet next week to look at possible solutions and draft new expenditure guideline language.
- iii. Update [EM 87-009](#)
  - 1. Michael Barrett and Jeni Kitchell looked at the statewide document, EO 1054, etc., and came up with even more questions. They will get this organized for the board and email some questions to us.
  - 2. They see issues with the traditional board conceived uses vs. the authority of the EM which we can create ourselves. Important that if folks want to make changes, now is the time to do this. We have a lot of local restrictions, so we want to clarify the direction we want to go.
  - 3. The point was made about the influence of the EM on expenditure guidelines and moving forward with both at the same time.

##### b. Action Items

#### V. Announcements

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

#### VI. Adjournment

- a. The Chair, Michael Barrett, adjourned the meeting at 2:48 pm