

INSTRUCTIONALLY RELATED ACTIVITIES (IRA) BOARD MEETING

APRIL 8, 2013 1:00-3:00 PM BMU 303

MINUTES

Members Present: Michael Barrett, Chair, Jaypinderpal Virdee, Marlene Romero, Hunter Warkentien, Daniel Schindler, Marc Langston, Steffen Mehl

Members Absent: Hyunjung Kim

Staff Present: Arno Rethans, Stacie Corona, Kimberly Scott, Sandy Miskella, Jennifer Mays

Staff Absent: None

Others Present: Jeni Kitchell, Kendall Ross, Andrea Black, Max Morgan, Eric Ross, Dani Ward, Pat Boal

- I. Call to Order
 - a. The Chair, Michael Barrett, called the meeting to order at 1:02 pm
- II. Approval of Minutes
 - a. March 25, 2013
 - i. A motion was made to approve the minutes: 6-0-0 MSC
- III. Old Business
 - a. Discussion Items
 - i. Reimbursements: should we allow, and when?
 1. Discussion about Dan Schindler's proposal of Exemplary Performance Reviews Change, which included moving funding request due dates for rounds 2 & 3 back by one month (round 1 on Oct 31, round 2 on Feb 28, round 3 on Apr 30).
 2. He also proposed adding the phrasing:

"Events which qualify for exemplary performance awards and fall between deadline dates may request funds for reimbursement of expenses provided:
1. The requesting program shows proof that they were invited and participated in the event before it was possible for them to apply for exemplary performance funding. 2. The requesting program did not use rollover funds to pay for expenses."
 3. Not our intention to be punitive. Remove point number 2. Add to EP form a question that asks if they have requested additional funding from other sponsors, your college, or other?

4. Board directed staff to bring back as an action item to finalize.
- ii. Budget Review Form Update
 1. Jennifer Mays proposed two versions of the form in an attempt to allow the board to gain a better understanding of all funding sources and uses related to each program. Discussion regarding terminology and level of detail to show, and how. Board directed staff to meet and draft an updated version.
- b. Action Items
 - i. Vote on Excess One-time Funding Requests (totaling \$36,248.66, with approx. \$45-50K available)
 1. BSS
 - a. Anthropology Museum: \$7,065.18
 - i. Requested funding for 60" LED HDTV, wall mount, sound bar and DVD, two pedestal display cases with covers, paint and shipping costs.
 - ii. A motion was made to approve \$7,065.18 allocation: 7-0-0 MSC
 - b. Model UN: \$5,000
 - i. Requested funding to cover this year's program travel expense increases incurred from travel to competitions.
 - ii. A motion was made to approve \$5,000 allocation: 6-0-1 MSC
 2. ECC
 - a. Chico SAE Baja Design Team: \$2,091.64
 - i. Requested funding for sustainable composite body panels and skid plates for vehicle.
 - ii. A motion was made to approve \$2,091.64 allocation: 7-0-0 MSC
 - b. Micromouse: \$1,690
 - i. Requested funding for meeting unmet parts, food, transportation and lodging needs of \$1690 to attend the regional Micromouse Competition in Davis on May 2, 2013.
 - ii. A motion was made to approve \$1,690 allocation: 6-0-1 MSC
 3. HFA
 - a. Jazz X-press (Jazz Ensemble): \$400
 - i. Requested funding for printing, programs, and photography costs for spring semester's special guest musicians.
 - ii. A motion was made to approve \$400 allocation: 6-0-0 MSC
 - b. MUTA 12 Ophelias (Theatre Arts): \$2,180
 - i. Requested funding for composing, arranging and producing twelve original songs and incidental music, studio time charges, and additional studio musician fees. Composer and studio owner is an existing faculty member in the Philosophy department, however these duties are not Unit 3 Faculty duties as confirmed with Faculty Affairs, and he can be paid via the Special Consultant process.

- ii. A motion was made to approve \$2,180 allocation: 6-0-0 MSC
- c. MUTA KC-ACTF (Theatre Arts): \$3,740
 - i. Requested funding for Kennedy Center/American College Theatre Festival conference registration for 19 students, hotel for 6 students + 2 faculty, and travel.
 - ii. A motion was made to approve \$3,740 allocation: 6-0-0 MSC
- d. Philosophy Ethics Bowl: \$2,458.95
 - i. Requested funding for travel for a team of 4 students and 1 faculty coach to attend the International Business Ethics Case Competition (IBECC) at Loyola Marymount University in San Diego in May 2013.
 - ii. A motion was made to approve \$2,458.95 allocation: 6-0-0 MSC
- e. Univ. Art Gallery: \$1,736
 - i. Requested funding for student assistants' additional time needed for gallery sitting, assisting and receptions associated with the gallery's relocation from Taylor Hall to Trinity Hall.
 - ii. A motion was made to approve \$1,736 allocation: 6-0-0 MSC
- f. Watershed (Literacy Editing Program): \$2,800
 - i. Requested funding for one-time costs for Design Services to develop their new online web platform scheduled to be completed by the end of May 2013.
 - ii. A motion was made to approve \$2,800 allocation: 6-0-0 MSC
- g. Wild Oak Music Group (School of the Arts Productions): \$2,199.45
 - i. Requested funding for a camcorder, external hard drive, Roxio Toast Titanium recording software, and an iMac 21.5" 2.9 GHz.
 - ii. Computer purchases are not allowable under the IRA Expenditure Guidelines; therefore the iMac is not permissible. OK to use discretionary funds.
 - iii. A motion was made to postpone the vote and direct staff to find out that if we fund the other equipment requested, could they use it with an existing computer: 5-0-0 MSC

4. RECS

- a. Various Sport Clubs: \$4,887.44
 - i. Requested funding for various sport club equipment items, including a field striper, portable drinking fountain, hockey pucks, shooter/trainer, line nets/barriers, ball refinisher, goal covers, upright safety pads, volleyball net, and canopy pop-up tents.
 - ii. A motion was made to approve \$4,887.44 allocation: 5-0-0 MSC

IV. New Business

a. Discussion Items

i. Exemplary Performance Funding Requests Round III

1. Chico State Wakeboard Club (RECS) requesting \$1,000
 - a. Kendall Ross presented with students. Requesting funding for Collegiate Empire Wakeboard Nationals in Las Vegas, NV on Apr 18-21 (originally submitted for Collegiate Wakeboard Nationals in Shreveport, LA). Alleviates some out-of-pocket expenses for club members. Have done multiple fundraising events in support of program.
2. Chico State Men's Volleyball Club (RECS) requesting \$500
 - a. Kendall Ross presented. Requesting funding for Men's Division I-AA Collegiate Championships in Dallas, TX on Apr 4-6. Alleviates some out-of-pocket expenses for club members. Have done multiple fundraising events in support of program.
3. Chico State Men's Rugby Club (RECS) requesting \$1,000
 - a. Pat Boal presented. Requesting funding for Men's Division II Collegiate Championships in Austen, TX on Apr 27-28. Alleviates some out-of-pocket expenses for club members. Have done multiple fundraising events in support of program.
4. Chico State Women's Volleyball Club (RECS) requesting \$500
 - a. Kendall Ross presented. Requesting funding for Women's Division I-AA Collegiate Championships in Dallas, TX on Apr 4-6. Alleviates some out-of-pocket expenses for club members. Have done multiple fundraising events in support of program.

b. Action Items (none)

V. Announcements

- a. Next IRA Meeting is April 22, BMU 303, 1:00-3:00.

VI. Adjournment

- a. The Chair, Michael Barrett, adjourned the meeting at 2:43 pm.