

INSTRUCTIONALLY RELATED ACTIVITIES (IRA) BOARD MEETING

APRIL 11, 2014 1:00-3:00 PM BMU 205

MINUTES

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

Members Absent: Taylor Herren, Jeffery Zawoysky, Daniel Schindler

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

Staff Absent: None

- I. Call to Order
 - a. The Chair, Michael Barrett, called the meeting to order at 1:05 pm.
- II. Approval of Minutes
 - a. March 28, 2014 – a motion was made to approve the minutes: 5-0-0 MSC
- III. New Business
 - a. Action Items
 - i. New Program Proposal Vote – NFSC Dietetics Simulation Experience
 1. The board felt like this experience should be kept as a requirement in the class as it seems necessary to getting a job. There is no culminating experience, and it is not a collaboration like our typical IRA programs. Seems like it should be covered by the class; however it is a lab experience so would qualify for IRA under the guidelines. If this is what it takes to get the students the experience they need, then we'd hate to say no. Michael read the core purpose of the program is to give them the skills they need. Vote is postponed until next week for further contemplation.
 - b. Discussion Items
 - i. 2014-15 Baseline Budgets
 1. Received IRA Revenue estimate from the Budget Office, with approx. \$44,000 excess to allocate in 14-15. Spreadsheet shows approximate actuals and carryover figures through yearend.
 2. We will use last year's works study figure as an estimate. Proposals are due today for programs to request 14-15 work-study funding.
 3. Staff directed to invite the new programs to request baseline funding for their programs first, and if there are excess dollars after that, we will open it up to established programs.
- IV. Old Business
 - a. Information Items
 - i. Alcohol and Drug Policy contained within IRA Student Code of Conduct

1. Looked at updated document from FASP. The current policy is unrealistic and challenging to carry out.
 2. We will vote next time for our recommendation, and send it to the Academic Senate for further movement there.
 - ii. Update EM 87-009
 1. Looked at updated version. Michael Barrett will email it out to the board, and it will be an action item at the next meeting. He will also draft a clear and concise rationale of changes in memo format to accompany the recommendation.
 - b. Discussion Items
 - i. Update Expenditure Guidelines
 1. Looked at updated version, especially the highlighted bullet regarding student associations, clubs and organizations. Discussion ensued around the types of organizations and their differences. Also, starting next year, those that have off-campus bank accounts will need to convert them to AS accounts instead. Guidelines will be updated with suggested language. Michael Barrett will discuss with Mary Wallmark.
 - c. Action Items
- V. Announcements
 - a. Next IRA Meeting will be April 25, 2014
 - b. The new AS Executive Vice President may be attending the April 25th meeting.
- VI. Adjournment
 - a. The Chair, Michael Barrett, adjourned the meeting at 2:28 pm.

Upcoming Dates:

- April 25 – Work Study request presentations
- April 30 – Exemplary Performance Round III requests due
- May 9 – Exemplary Performance Round III presentations