

## INSTRUCTIONALLY RELATED ACTIVITIES (IRA) BOARD MEETING

OCTOBER 4, 2013 1:00-3:00 PM BMU 205

# MINUTES

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

**Members Absent:** Marlene Romero, Taylor Herren

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

**Staff Absent:** Arno Rethans

**Others Present:** Molly Aschenbrener, Sandy Miskella, Stacie Corona

- I. Call to Order
  - a. The Chair, Michael Barrett, called the meeting to order at 1:00 pm
- II. Approval of Minutes
  - a. May 10, 2013
    - i. A motion was made to approve the minutes: 6-0-0 MSC
- III. New Business
  - a. Action Items
  - b. Discussion Items
    - i. AGR: New Program Proposal: Discussion Meet Competition
      1. Molly Aschenbrener presented. The Discussion Meet Contest prepares students to become active members of the agricultural industry through a competitive discussion of issues facing the agricultural industry during a three-day event each December. Students have represented CSU, Chico and competed at the state and national level for many years; however, they have either had to pay their own expenses or rely on donations from representatives of the agricultural industry (Farm Bureau). Aschenbrener was reminded that this is the first step in becoming a certified IRA program, and that certification does not guarantee funding.
      2. Proposal needs to be signed by college dean, as well as demonstrate extra funding sources are secured (from AGR or other fundraising) as IRA board never funds a program 100%. Aschenbrener to contact IRA staff with updated, signed version.
    - ii. Alcohol and Drug Policy contained within IRA Student Code of Conduct
      1. In 2007, the off-campus ban of alcohol consumption while students are representing Chico State was initiated by the President's Office through Herman Ellis at the time, and the IRA Student Code of Conduct was created. Each IRA

program student participant signs the document each academic year. This sets an expectation that these students will not consume alcohol while traveling and/or representing Chico State. Russ Mills shared concerns at an EC meeting in the spring 2013 semester that the IRA Student Code of Conduct was never shared with the Academic Senate, and that it imposes a limit on alcohol use that is not founded in any university policy. Additional issues include applying the policy to the time the student leaves the campus to the time of return to the campus is problematic in that students may not go from and return directly to the campus for some trips. He suggested that Title V and local and regional laws and regulations for off-campus venues be used. This prompted FASP to draft a modified document that redacted the ban of off-campus consumption.

2. Staff was directed to obtain a copy of the modified document created by FASP, and to find out the President's view on the matter.

iii. HFA: Opera IRA Program ended.

1. The instructor for Opera classes has retired. \$1000 budgeted for last few years for Opera. The board discussed options on whether or not to pull back the dollars from HFA, or let them absorb it and use it how they wish.

IV. Old Business

- a. Discussion Items
- b. Action Items

i. Technology Funding Issues

1. Staff polled programs on what they would buy, their costs, and replacement rates. All but one program responded that they would jump at the opportunity to purchase equipment. One felt that it would be an inappropriate use of funds and a slippery slope. Most items included audio/video equipment, game buzzers, laptops for competitive purposes, recreational sporting equipment, scoreboard, ipads, audio tour equipment, computers with specialized software, label makers, matte cutters, projector, etc., all of which are necessary and instrumental to the IRA programs in this day and age.
2. Discussion included procurement control (by deans, programs or board), programs' abilities to use their discretionary reserves vs. their baseline for equipment purchases, discretionary accounts vs. non-discretionary accounts, ensuring use outside the classroom only, whether or not the expenditure guidelines should be changed (enabling the programs to use their reserves), or if the board should send out a call to programs to use reserves at our level.
3. Staff directed to draft a one-time call for funding for any purchase, including equipment, using reserves at our level. Programs must demonstrate it is necessary to the welfare of the program, not for classroom use, and used in support of the IRA program only.

V. Announcements

- a. Next IRA Meeting will be October 18, 2013

VI. Adjournment

- a. The Chair, Michael Barrett, adjourned the meeting at 2:20 pm