

INSTRUCTIONALLY RELATED ACTIVITIES (IRA) BOARD MEETING

NOVEMBER 15, 2012 9:00-11:00AM BMU 205

MINUTES

Members Present: Michael Barrett, Chair, Jaypinderpal Virdee, Marlene Romero, Hunter Watkention, Daniel Schindler, Hyunjung Kim, Steffen Mehl

Members Absent: Marc Langston

Staff Present: Arno Rethans, Dan DeWayne, Stacie Corona, Jeni Kitchell, Jennifer Mays

Staff Absent: Kimberly Scott

Others Present: Sandy Miskella, Mathew Culver, Josh Miranda, Brandi Aranguren, Mike Johnson, Adrienne Scott, Don Hankins, Eric Houk

- I. Call to Order
 - a. The Chair, Michael Barrett, called the meeting to order at 9:01 am
- II. Approval of Minutes
 - a. November 1, 2012
 - i. A motion was made to approve the minutes: Virdee 7-0-0 Moved, Seconded, Carried (MSC)
- III. Old Business (none)
- IV. New Business
 - a. Discussion Items
 - i. Exemplary Performance Funding Requests Round I: \$39,269 Available for 12-13 (1/3 each round = \$13,089)
 1. Western Collegiate Food Marketing Competition requesting \$5,000
 - Eric Houk requested funding (reimbursement) for the Food Distribution and Research Society's Food Marketing Challenge competition in Puerto Rico October 13-14, 2012. This competition invites an agribusiness company to present their real case to students on-site and gives students one day to work on the problem without additional advising from their coach. Total cost per student: \$1,250. Four students participated. Costs include air travel, hotel, contest registration. Actual expenses were \$6,495.43.

- This program has already completed the travel for this contest by using accumulated prize money (received most years for their performance at the regional contest) and any unused balances from previous years (carryover). This has depleted their carryover and will not continue to be an option in the future.
 - If awarded, these funds will be used to help build their carryover balance back up so they can again have the option of considering the national contest (Chicago in 2013) if they have an exemplary performance at the regional contest held in March. Given the timing of the national contest (October) and the need to make travel arrangements well in advance, they need to end each year with sufficient carryover balances.
 - Discussion ensued about this being an Exemplary Performance funding request vs. a request to fund their carryover. The timing of the contest each year, as well as the timing of the Exemplary Performance request periods, makes this a tricky situation as the IRA Board does not fund carryover. Most exemplary performance competitions are usually held in the spring so the board does not typically see this type of situation.
- ii. Work Study Funding Requests: \$3,758 Available (see attached updated budget). HFA always receives 50%, UBO receives 30%, remaining 20% is allocated to programs. Spring 2012 the board decided that some programs would receive amounts shown below for fall 2012 (usually there is a 50/50% split of the 20% - fall vs. spring). Baseline \$\$ do not equal Work Study \$\$.
1. Hands on Experience (NSC) requesting \$2,000
 - Brandi Aranguren presented: Already received \$2600 this academic year. Program is growing and students work every week of the semester during the AY.
 2. Museum of Anthropology (BSS) requesting \$1,018.75
 - Adrienne Scott presented: Already received \$5300 this AY. Needed for a specific student who has particular experience in exhibit construction, and other special needs.
 3. Outdoor Classroom (BSS) requesting \$10,686
 - Don Hankins presented: Already received \$5100 this AY. Needed for students working at the Ecological Reserves' Land Stewardship programs, including field trips, curriculum development, and event coordination. Six field trips ran each semester at both locations. Make sure these funds are not providing trail maintenance work (State or Foundation responsibility), and that they are only used for enhancing the student learning experience outside the classroom. Lab environments (programs that do not culminate in a competition or

performance) are a bit tricky to define. Don revised request from \$10,686 to \$7,100.

4. School of the Arts (HFA) requesting \$5,000

- Mike Johnson presented: Already received their allotted 50% of all work study dollars \$41,896. They can always use as much as we can give them. Withdrew request as he prefers the lesser-funded programs have first shot at the money.

5. University Box Office (UPE) requesting \$5,000

- Sandy Miskella presented: Already received their allotted 30% of all work study dollars \$25,137. They can always use as much as we can give them. Withdrew request as she prefers the lesser-funded programs have first shot at the money.

iii. One-time IRA Funding Request

1. Formula SAE (ECC) requesting ~~\$4,500~~ \$4,550

- Presentation by Mathew Culver (President), Josh Miranda (Vice President): As a newly-certified IRA Program they seek one-time funding for costs associated with the Summer 2013 FSAE Lincoln Nebraska competition for ten members.
- Costs include: registration \$2050; trailer \$180; hotel \$600 (not including college-funded \$\$ for faculty advisor); fuel \$1720 = \$4,550.
- Make sure college assists in covering costs. The college of ECC was contacted however they already allocated their approx. \$17K in carryover. IRA never funds 100%. Remaining costs for competition/travel will be covered through various fundraising activities. Delta Sigma Pi will be adding Business major members to help with marketing/fundraising.

V. Announcements

- a. Next IRA Meeting is December 13, BMU 205, 9:00-11:00

VI. Adjournment

- a. The Chair, Michael Barrett, adjourned the meeting at 10:13 am