

INSTRUCTIONALLY RELATED ACTIVITIES (IRA) BOARD MEETING

APRIL 5, 2017 10:00-11:00 AM BMU 205

MINUTES

Members Present: Vu Nguyen (Chair), Michael Pratt, Brett Rahtz, Tamara Fleet, Alek Palmersmith, David Scholz, Daisuke Aoyagi

Members Absent: Marc Langston

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

Staff Absent: None

Others Present: Kristin Minetti, Dominick Mattoni

- I. Call to Order
 - a. Vu Nguyen called the meeting to order at 10:01 am.
- II. Approval of Minutes
 - a. March 22, 2017 – approved 6-0-1
- III. New Business
 - a. Discussion Items
 - i. New Program Proposal – Delta Sigma Pi Competition Team - Kristin Minetti (District Director and faculty member) and Dominick Mattoni (student) presented. Seeking IRA certification and funding (\$9335) to enable six students to travel to the International Grand Chapter Congress Conference in New Orleans, LA in August 2017. Chapters are ranked according to their participation in community service, etc. throughout the year, as opposed to taking part in a true competition. Bob Sprague is the Faculty Advisor. The group will provide more information to IRA staff.
 - ii. UBO IRA funding – Stephen Cummins discussed how UBO is currently funded mainly through IRA, and IRA Work Study funds; they also receive funding from ticket revenue, and University Advancement allocations. Services are provided to many groups (Chico Performances, Athletics, etc.) Minimum wage increases are having a prominent effect, thus they are looking to increase fees. Other options are to decrease services, ask IRA board for additional baseline dollars, or ask Advancement for additional dollars.
 - b. Action Items
- IV. Old Business
 - a. Discussion Items
 - i. Recap of program reviews – HFA update – Kitchell and Cummins met with the dean and associate dean of HFA (Robert Knight and Joe Alexander) and discussed the following:

1. HFA funds student labor through several sources and efforts are made to separate IRA funds and other funding sources so to keep IRA dollars directed towards support of approved instructionally related activities.
 2. There is a metric in place to assure that course credit labor and student labor are separate although the same student may work in both capacities.
 3. Consider implementation of an application/ project submission process that also includes a review process for future funding. Would shift the funding model away from historical and more towards annual.
 4. HFA is creating an annual reporting document to review individual program outcomes and needs prior to allocations.
 5. Consider establishing a fixed percentage of base allocation to be held in reserve based on historical needs and one time allocations.
 - ii. Allocating to programs instead of deans – tabled/keep on agenda
- b. Action Items
- V. Announcements
 - VI. Adjournment
 - a. Michael Pratt adjourned the meeting at 10:57 am.

Upcoming Dates:

- April 12 – 2017-18 Work Study Presentations
- May 3 – EP III presentations