

## INSTRUCTIONALLY RELATED ACTIVITIES (IRA) BOARD MEETING

NOVEMBER 14, 2016 9:00-10:00 AM BMU 205

# MINUTES

**Members Present:** Michael Pratt (Chair), Brett Rahtz, Tamara Fleet, Alek Palmersmith, Marc Langston, David Scholz, Daisuke Aoyagi

**Members Absent:** Vacant at-large student

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

**Staff Absent:** Stephen Cummins

**Others Present:** Kristin Minetti, John Unruh

- I. Call to Order
  - a. Michael Pratt called the meeting to order at 9:01 am.
- II. Approval of Minutes
  - a. October 31, 2016 – approved 7-0-0
- III. New Business
  - a. Discussion Items
    - i. New program request – AGR Meat Science Quiz Bowl – John Unruh discussed the national competition that four students and one advisor would attend annually in June. There were 22 universities participating last year. Their baseline need is \$7,000.
    - ii. EP I requests
      1. AGR Academic Quadrathlon \$5,000 – the team won the regionals and qualify for the nationals held in Tennessee in late January.
      2. BSS Anthropology Museum \$5,000 – two students invited to review and revise museum exhibits at the Nelson’s Dockyard National Park, a UNESCO World Heritage Site.
    - iii. One-time funding requests (tabled from last meeting)
      1. BUS Marketing Team - ~~\$8,592~~ revised to \$4,296 – Kristin Minetti discussed requesting funding for four additional students to attend the annual competition due to the large increase in student participation in the program.
      2. UBO - \$13,495 – Jeni Kitchell informed the board that the items the program is requesting funding for are appropriate under the IRA expenditure guidelines despite feeling more administrative in nature.
    - iv. IRA Allocations – The question of whether or not the board should move in the direction of allocating to programs instead of deans - discussion included the fact that some deans are ill-informed about the IRA allocation process, as are the students and the program faculty advisors; possible need for educating

them; some colleges have good processes, other don't; desire for each program to have a reliable baseline they can count on from year to year; and avoiding large balances and reserves at the college and/or program levels. Keep on agenda for further discussion.

- b. Action Items
  - i. Vote on Work Study requests - (\$7,575 available)
    1. BSS Outdoor Classroom - ~~\$8,590~~. Board revised to \$2,575 – approved 7-0-0
    2. ECC ASCE Mid-Pac Competition - \$3,000. Board voted to fund with one-time reserve dollars instead of work study \$\$ due to lack of availability – approved 7-0-0
    3. NSC Food Insecurity Prevention Program - \$5,000 – approved 7-0-0
    4. UPE University Box Office - any remaining \$\$ - none remaining.
- IV. Old Business
  - a. Action Items
  - b. Discussion Items
- V. Announcements
- VI. Adjournment
  - a. Michael Pratt adjourned the meeting at 9:59 am.

Upcoming Dates:

- **December 5 – IRA Meeting**
- January 1 – Send Program Review info to units (Reviews in Spring)
- February 1 - Call for Exemplary Performance Funding Round II (due Feb 28)
- March 1 - Call for Work Study Funding Requests for next year
- April 1 - Call for Exemplary Performance Funding Round III (due Apr 30)