

INSTRUCTIONALLY RELATED ACTIVITIES (IRA) ADVISORY COMMITTEE MEETING
December 2, 2020 1:00 PM VIA ZOOM
MINUTES

Members Present: Jennifer Mendoza (Chair), Breanna Holbert, Austin Lopic, Duncan Young, Gary Braun, Hope Munro, Dennis O'Connor, and Christine Witt

Members Absent: None

Staff Present: Stephen Cummins, Annabel Grimm, Jennifer Mays, Kendall Ross, and Kim Williams

Staff Absent: None

Guests: None

Introductions: Annabel Grimm was introduced. Annabel is the new Division of Business and Finance staff representative to the committee. Jeni Kitchell has left the campus.

- I. Call to Order – J. Mendoza called the meeting to order at 1:02 pm.
- II. Approval of Minutes -
 - a. 10.7.2020 Minutes – Moved by O'Connor; seconded by Braun. Approved 8-0-0.
- III. New Business
 - a. Action Items - None
 - b. Discussion Items
 - i. Annual Program Reviews:

Members first discussed one-time decreases in this year's baseline allocations, and reduced Spring 2020 activity (lack of travel), due to COVID-19 and virtual campus status. Ratios and other numbers on the reports will look different from previous years.

 1. College of Agriculture
 - a. Members briefly discussed the skewed ratio of carryover to allocation due to a decrease in 2020-21 base allocation (\$1,673) and higher carryover due to virtual campus status.
 2. College of Behavioral and Social Sciences
 - a. Brief discussion ensued and clarification was provided by staff on numbers reported for Model United Nations.
 3. College of Business
 - a. Complete; no questions.
 4. College of Communication and Education
 - a. Complete; no questions.
 5. College of Engineering, Computer Science, and Construction Management

- a. Staff noted that the report did a good job of using the notes sections to explain their entries. Dennis described the Concrete Canoe competition when a member asked about what it involves. Good report overall.
- 6. College of Humanities and Fine Arts
 - a. Staff noted how well report was completed; no questions.
- 7. College of Natural Sciences
 - a. Deferred to next meeting
- 8. Graduate Studies
 - a. No comments or questions.
- 9. Intercollegiate Athletics
 - a. Deferred to next meeting.
- 10. Recreational Sports
 - a. Deferred to next meeting.
- 11. University Box Office
 - a. Deferred to next meeting.

A brief discussion about work study, involving funds that have been returned, and programs that will not use their full allotment. Jennifer Mays will consult Business and Finance about how to reallocate unused funds.

IV. Old Business – None

V. Announcements – None

IV. Adjournment – J. Mendoza adjourned the meeting at 2:01pm.