

# INSTRUCTIONALLY RELATED ACTIVITIES (IRA) ADVISORY COMMITTEE MEETING

DECEMBER 11, 2018 2:00 PM BMU205

## MINUTES

**Members Present:** Jared Geiser (chair), Harmony Ordaz, Alejandra Gonzalez-Zuniga, Samuel Akinwande, Daisuke Aoyagi, David Scholz, Kishore Joseph

**Members Absent:** Adam Irish (David Scholz served as proxy)

**Staff Present:** Kim Williams, Stephen Cummins, Jeni Kitchell

**Staff Absent:** Kimberly Scott

**Guests:** Jennifer Mays (VPAA), Jerry Fieldsted (VPAA), Kendall Ross (Rec Sports)

- I. Call to Order
  - a. Meeting called to order 2:00 pm.
- II. Approval of 11.06.18 Minutes
  - a. Sam motioned to approve the minutes, seconded by Alejandra. Approved 7-0-0.
- III. New Business
  - a. Action Item - Exemplary Performance Round I Request vote
    - i. Academic Quadrathlon (AGR) - \$5,000
      - Dean Unruh was unable to make it to this week's meeting, but is available on the 18<sup>th</sup>. After some discussion a motion was made by David to postpone voting until the next meeting. Sam seconded, motion passed 8-0-0.
  - b. Discussion Items
    - i. Annual Program Reviews
      - Before beginning, Jennifer advised everyone to write down their questions for the Deans as we move through these. A brief discussion ensued for questions for Dean Unruh.
    1. College of Business
      - The Advisory Committee felt that the updated form was satisfactory save Question 7, which could use more elaboration next year.
    2. College of Communication and Education
      - The Committee discussed the Orion, which Jennifer gave a quick overview of the history of the program to newer members. The carryover limit of 20% was then discussed, with a consensus that it is too early to really use that data in most cases. Carryover for the Speech and Debate team was brought up due to their inability to travel to certain states; the CSU's restricted travel policy was explained.
    3. College of Engineering, Computer Science, and Construction Management
      - The College has not delivered their form. Jennifer explained that the Dean recently passed away.
    4. College of Humanities and Fine Arts

- The Committee discussed the estimated students incurring costs (Question 4a) and how only one activity/program had any information out of the several in HFA. David provided additional insights about some HFA activities/programs; the committee would like clarification regarding the status of the Steel Pan Ensemble, as well as the Tour Troupe within Theatre Arts that shows on Dave's spreadsheet. Another point was that HFA might have a difficult time maintaining the proposed 20% carryover balance considering the expenses involved with replacing equipment, or if a performance was canceled – thereby reducing an activity/program's additional outside funding – which did happen to the Choral Union due to the Camp Fire. A firm number might be helpful. Question 6 mentioned a Change Assessment form exclusive to HFA, which David explained to the Committee. Jeni elaborated that the form was created following an IRA staff meeting with the college. There was a question about the \$30,000 allocated to SOTA for publicity and the remaining \$60,000 left over that is unaccounted for on Question 2.
    - The Committee felt that the Dean or designee should come in to clarify on these questions.
  - 5. College of Natural Sciences
    - There was some confusion over Question 2 and why expenses exceeded baseline allocations by a considerable amount with no real explanation as to where the additional funds came from beyond "rollover", and how their carryover is greater this year than last year (Question 8). The lack of other sources of funding in Question 2 also seemed odd. Jeni confirmed that the difference was indeed their carryover. Overall, the Committee felt that the form was fine given the clarification.
  - 6. Graduate Studies
    - Due to the smaller size of their allocation, the 20% suggested rollover may not work well for Graduate Studies. Question 4 showed no students incurring costs, which was curious; staff was directed to clarify with the dean.
  - 7. Intercollegiate Athletics – tabled for next meeting
  - 8. Recreational Sports– tabled for next meeting
  - 9. University Box Office– tabled for next meeting
  - ii. Managing already-allocated/base funds for IRA activities/programs that become defunct and if/when to pull back funding (this item is deferred until the annual program reviews have been discussed)
    - 1. This was postponed due to lack of time.
- IV. Old Business
- V. Announcements
  - a. None.
- VI. Adjournment
  - a. Jared adjourned the meeting at 3:00 pm.