

# INSTRUCTIONALLY RELATED ACTIVITIES (IRA) ADVISORY COMMITTEE MEETING

APRIL 18, 2019 1:00 PM BMU 302

## MINUTES

**Members Present:** Alejandra Gonzalez-Zuniga, Jared Geiser (chair), Samuel Akinwande, Adam Irish, David Scholz, Dennis O'Connor (proxy for Aoyagi), Kishore Joseph

**Members Absent:** Harmony Ordaz

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

**Staff Absent:** Jennifer Mays

**Guests:** Kendall Ross (RECS), April Whitley (HFA), Barbara LaRue (UBO), Chris Zinna (UBO), Tracy Butts (HFA), Janell Bauer (TGC and Orion), Curt DeBerg (SAGE), Daisy Gomez (SAGE)

- I. Call to Order – Jared called the meeting to order at 1:02 pm.
- II. Approval of 4.11.19 Minutes
  - a. Sam motioned to approve the minutes, seconded by Alejandra; motion passed 6-0-0.
- III. New Business
  - a. Action Items – none
  - b. Discussion Items -
    - i. Work study presentations
      - SAGE (BUS) – Students for the Advancement of Global Entrepreneurship - \$7,500 – Curt DeBerg
        - a. Founded in 2002 to create the next generation of entrepreneurial leaders, SAGE's mission is to address the world's most urgent problems through mentoring, curriculum, and competition involving high school students. Students become social change agents. SAGE is seeking work study funding in order to have five administrative students run the SAGE USA competition and world cup event. Curt will be on leave next year and will be involved remotely. He has five students selected who rely on work study funds. Student Daisy Gomez, spoke about her involvement with Sage. Daisy is currently mentoring five teams from one high school.
      - Tehama Group Communications (CME) - \$2,000 – Janell Bauer
        - a. TGC is a student-run public relations agency on campus. They have real clients on campus and off campus. There are about four student leaders who put in more than the 150 hours required for the internship. Students receive three credits for internship experience. TGC provides real work experience. The baseline IRA allocation pays for equipment, and work study funds are needed to pay students in leadership roles. These roles are necessary to keep TGC running.
      - Orion (CME) - \$20,000 – Janell Bauer in for Susan Wiesinger
        - a. The Orion students work far beyond the classroom experience. Work is generated outside the classroom when news happens. Orion is looking to increase their work study funding from \$5,000 to \$20,000 in order to compensate students for the work they do. The Orion is not just a class. The Orion is the university's newspaper.
      - HFA – Tracy Butts and April Whitley

- a. Dean Butts provided examples of how work study funds are used within her college: In the English department for the production of Watershed Magazine, in the Music Department; in School of the Arts for productions; to have Art exhibits and shows; etc. HFA hire students across the university who have an interest in gaining experience from these activities and programs. Work study is important to the college in providing paid professional work for students to include on their resume. Dean Butts explained that productions require expensive equipment that needs replaced periodically. If they did not receive their work study funding, shows would be cut. To cut a few shows might force the cutting of entire productions because the initial cost to set up a production takes the majority of funding while the number of shows provides additional benefit. Field trips for school children might be cut.
- UBO – Barbara LaRue and Chris Zinna
  - a. UBO has 30-40 student employees who work 15 hours per week on average. They assist with house management at events, ticket selling at the box office, patron service, and other event support. This past year we had about 200 different events and 147,000 patrons. The events include athletic events, School of the Arts productions, Chico Performances, fieldtrips, commencement ceremonies, celebrations, and other special events (president's convocation, Chico Preview, Choose Chico, FFA, GSEC, ERFSA, etc.). IRA work study funds are necessary to provide student employees at these events. Providing customer-centered service and patron safety, and providing a wonderful event experience is their goal. If there was a cut to funding, the price of services would increase. They cannot operate with fewer employees. Also, due to safety requirements, they have to have a minimum number of employees on duty based on the venue.
- ii. Continue Work Study (WS) allocations discussion
  - An example of using number of students to determine the percentage of available work study funds was shared with the group. Number of student work hours could be used to determine percentages to base allocations on in the future. The WS Request Form would need modified. It was suggested that there are other considerations that a formula would not answer such as other sources of funding available or when a program consistently asks for increases from one year to the next. We are ultimately making value judgements. It was suggested that WS baseline be allocated using the current model and any additional funding, which may or may not be forthcoming in September, would be allocated to the groups that did not receive their requested amount. Something should be in place in case there is an additional allocation in September. Discussion continued about changing the entire model (based on ratios) for WS baseline as well.
- iii. Baseline budget discussion
  - A question was raised about the Baseline budget spreadsheet and changes in the actuals column that occurred from the first version to the second version. Staff agreed to look into this. Discussion continued about what the committee has done historically. Some members feel that it is time for a new model and are not willing to use a historical method to allocate. Staff made the suggestion that orientation be held at the beginning of the year to address questions and concerns earlier in the budget process. Just prior to adjournment, it was requested that a discussion about faculty term limits be put on the next agenda.

It was also requested that the agenda include a discussion about taking allocations away from the colleges. Staff asked what specific information members want gathered. Student work study hours are to be requested from programs. Due to time running out the discussion was continued to the next meeting.

- IV. Old Business – None at this time.
- V. Announcements – None at this time.
- VI. Adjournment – Jared adjourned the meeting at 2:09 pm.