

INSTRUCTIONALLY RELATED ACTIVITIES (IRA) ADVISORY COMMITTEE MEETING
April 28, 2021 4:00 PM VIA ZOOM
MINUTES

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

Members Absent: Jennifer Mendoza

Staff Present: Jennifer Mays, Stephen Cummins, and Kim Williams

Staff Absent: Annabel Grimm, Kendall Ross

Guests: Kate McCarthy

- I. Call to Order – Chair Young called the meeting to order at 4:02 pm.
- II. Approval of Minutes -
 - a. 4.21.21 Minutes – Motioned by Lopic; seconded by Holbert. Approved 7-0-0.
- III. New Business
 - a. Discussion Item
 - i. Proposed revision to EM 11-045, Campus Fee Advisory Committee (“CFAC”), and elimination of Instructionally Related Activities (“IRA”) Executive Memorandum (“EM”) 16-002, in an effort to bring IRA in compliance with Chancellor’s Office Executive Order (“EO”) 1102:
 1. Kate McCarthy provided background on efforts to revise the executive memorandum governing student fees. Dean McCarthy has been chair of CFAC for four years, and serves as a non-voting member.

In 2019, the Executive Committee of Academic Senate looked into whether Chancellor’s Office (“CO”) EO 1102 governs IRA funds. The CO’s message was that EO 1102 does indeed govern IRA fees as they are Category II fees. The CO also provided that some campuses have placed IRA under the purview of their student fee advisory committee. On our campus, this is the CFAC. EO 1102 states that “students appointed by the campus student body association shall constitute a majority of the voting members of the Campus Fee Advisory Committee.” This information was communicated to the IRA Advisory committee members in an email dated November 21, 2019 from then Academic Senate Chair, Chiara Ferrari.

The executive committee of the senate recommends that EM 11-045 be the governing EM for student fees. The IRA EM 16-002 does not provide for a majority of students and is, therefore, out of compliance.

In Spring 2019 a subcommittee of CFAC and IRA was formed, and a revised EM 11-045 was drafted. The revised EM 11-045 was presented to the Academic Senate's Faculty & Student Policies Committee ("FASP"). FASP voted not to move the effort forward to the full Senate. The reasoning was based on members wanting a revision of the current IRA EM that they believed would preserve the number of members on the IRA committee. The effort on the part of the CFAC/IRA subcommittee was then paused due to the end of the semester.

Kate explained that she sees CFAC as the over-arching committee and SLF and IRA would operate as subcommittees of the CFAC as SLF already does. This would provide campus with one student fee executive memorandum. CFAC students are already working with Student Learning Fees and will have a good understanding of the IRA fee process.

Austin provided comment on how adding to the current EM 16-002 would not solve the issue of there not being a student majority on the committee. Nor would it solve the issue of workload and time commitment that is now occurring on behalf of members who serve on both committees.

b. Action Item

- i. Vote to continue the discussion at the first meeting of the IRA Advisory Committee next year:
 1. This effort is to bring the IRA Advisory Committee under CFAC as a subcommittee, as SLF is already a subcommittee under CFAC. Motioned by Lopic; seconded by Holbrook. Approved 7-0-0

IV. Old Business – None

V. Announcements – Happy Wednesday from Austin. Thank you to the members for serving. Congratulations to graduate Bre Holbert. Thank you faculty. Have a great summer everyone!

IV. Adjournment – Chair Young adjourned the meeting at 4:32pm.