

INSTRUCTIONALLY RELATED ACTIVITIES (IRA) BOARD MEETING

SEPTEMBER 11, 2018 2:00 PM BMU205

MINUTES

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

Members Absent: N/A

Staff Present: Jeni Kitchell, Kim Williams

Staff Absent: Kimberly Scott, Stephen Cummins

Guests: Jennifer Mays, Jerry Fieldsted

- I. Call to Order
 - a. Meeting called to order 1:59pm.

- II. Approval of 5.10.18 Minutes
 - a. Jared motioned to approve the minutes. Moved by Samuel, seconded by Alejandra. Approved 8-0-0.

- III. New Business
 - a. Discussion Items
 - i. Introductions & IRA Overview
 1. Jared asked everyone to introduce themselves, and Jennifer gave the new committee members a summary of what the IRA is and what the committee does.
 - ii. 2018-19 calendar/timeline (spring meeting dates still tentative)
 1. Kim shared the tentative timeline for this year, with the caveat of it being adjusted depending on the upcoming discussion.
 - iii. Report from Summer Focus Group
 1. 3-Year Program Review vs. Annual
 - a. The staff summer focus group and, specifically, their work on revising the Annual Review form was discussed. The new form would take the place of the 3-year review process and combine the current 3-year review and annual review forms. With annual program reviews, 3-year reviews are somewhat redundant. After a thorough discussion Jared asked for a motion to change

the review process from three-year to annual reviews. David moved and Adam seconded. Motion passed 8-0-0.

2. Revised Annual Review form

- a. The draft of the revised annual review form was introduced and discussed by the group as part of the above discussion. Staff will make changes to the form, as recommended, and email it to the group for further review and approval prior to the next meeting.

iv. Work Study - additional allocation of \$28,581

1. An increase to IRA work study dollars from the financial aid set-aside portion of the student health fee increase was announced. The additional funds are available to allocate to IRA activities/programs. A proposal was presented based on shortfalls between requests and baseline allocations. The group discussed their concerns. Jeni suggested the dollars could be viewed as a one-time allocation which would give the committee an opportunity to provide more input into where the additional dollars are allocated. Jared proposed tabling this topic for the next meeting. Samuel seconded. Motion passed 8-0-0.

IV. Announcements

- a. None were made.

V. Adjournment

- a. Jared adjourned the meeting at 2:59pm.