

## INSTRUCTIONALLY RELATED ACTIVITIES (IRA) ADVISORY COMMITTEE MEETING

DECEMBER 18, 2018 2:00 PM BMU205

# MINUTES

**Members Present:** Jared Geiser (chair), Harmony Ordaz, Adam Irish, Daisuke Aoyagi, David Scholz, Kishore Joseph

**Members Absent:** Alejandra Gonzalez-Zuniga, Samuel Akinwande

**Staff Present:** Stephen Cummins, Jeni Kitchell, Kimberly Scott

**Staff Absent:** Kim Williams

**Guests:** Jennifer Mays (VPAA), Kendall Ross (Rec Sports), John Unruh (Dean of AGR), Patrick Doyle (Assoc. Dean of AGR), Robin McCrea (AGR Budget Analyst), Eddie Vela (Dean of BSS)

I. Call to Order – Jared called the meeting to order at 2:01 pm.

II. Approval of 12.11.18 Minutes

a. David motioned to approve the minutes, seconded by Adam; motion passed 6-0-0.

III. New Business

a. Action Item - Exemplary Performance Round I Request vote

i. Academic Quadrathlon (AGR) - \$5,000

1. John Unruh, Patrick Doyle and Robin McCrea attended and discussed how their programs historically have always submitted an EP request if they met the criteria without regard to discretionary dollars held in reserve; this had never been a factor in previous years. They will fund the needed amount if they are not allocated this EP funding. More information found below under their Annual Program Review discussion, which assisted the committee in moving forward with the vote.
2. Committee is interested in perhaps changing the guidelines of the Exemplary Performance Request call to include a carryover clause (over a certain percent held in reserve would prevent folks from applying, for instance) – add as future new discussion item.
3. Kishore motioned to approve the EP request at \$5,000, seconded by Harmony; motion passed 4-2-0.

b. Discussion Items

i. Annual Program Reviews continued

1. College of Agriculture – John Unruh, Patrick Doyle and Robin McCrea discussed how crucial IRA dollars are for their college programs, and recruiting purposes. Committee expressed concerns over their large reserves. They need to keep carryover as a buffer for certain circumstances, including summer programming/travel, and every other year competitions. There is a \$15-20K swing each year due to on/off year programming (this is an “on” year). The travel ban has contributed to the college carrying over a bit more in reserve than normal as they are not allowed to spend IRA dollars to travel to banned states (they’ve funded \$14,700 with foundation dollars to accommodate this). They’ll have 3 more competition teams seeking IRA

certification this year, so will spend down their reserves to a more reasonable amount if approved. They plan to meet with each team's advisor and go over budget details and allocation amounts so advisors are aware of what they have to work with. Fundraising and donations will be pursued to a greater extent. Question #8 on form - carryover amounts looked off (carryover to 17-18 was really \$88,427, not \$10,066; carryover to 16-17 was \$82,418, not \$53,804)

2. College of Behavioral and Social Sciences – Eddie Vela (Dean of BSS) discussed how some of their numbers were off on their annual program review form, and supplied the committee with a revised version. Each program receives a baseline amount initially, which is based on historical allocation amounts. They hold some baseline back. They send out a call for additional amounts needed by programs, and if approved, they transfer funds from their baseline and reserves to accommodate these additional needs. Carryover comparisons from this year to last is very close (\$3K) and aren't purposely adding to it. He expressed how important the IRA funding is to their college.
  3. College of Engineering, Computer Science, and Construction Management – Report not yet received – tabled due to lack of time
  4. College of Humanities and Fine Arts – Invite dean to a future meeting
  5. Graduate Studies – update - tabled due to lack of time
  6. Intercollegiate Athletics - tabled due to lack of time
  7. Recreational Sports - tabled due to lack of time
  8. University Box Office - tabled due to lack of time
- 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)

IV. Old Business - None

V. Announcements - None

VI. Adjournment - Jared adjourned the meeting at 3:01 pm.