

**INSTRUCTIONALLY RELATED ACTIVITIES (IRA)
COMMITTEE MEETING
AGENDA #1**

**Tuesday, November 19, 2019
5:15 - 6:15 p.m. in NHE 113**

1. Call to Order
2. Roll Call

Yadira Cruz, A.S. President & Chair

Lizbeth Cano Sanchez, A.S. Administrative VP

Cassandra Caudillo, A.S. BoD member

Vacant, A.S. BoD member

Vacant, student appointed (2-year term preferred)

Stephen Nachtigal, Faculty

Garrick Woods, Faculty

Vacant, Faculty

Sandy Wieckowski, Administrative Representative

Vacant, Administrative Representative appointed by the HSU President

Non-Voting:

Eboni Turnbow, Interim Dean of Students

Jill Willson, Interim Athletic Director

Jenessa Lund, A.S. Executive Director

3. Approval of Agenda #1 dated November 19, 2019 - **ACTION**
4. Chair's Report
 - a. Sandy Bloom, appointed Faculty Representative, no longer works at HSU - need one faculty member appointed in their place
5. Public Comment
6. Designate a Vice Chair to oversee meetings in the event of the Chair's absence - **ACTION**
Committee members may nominate themselves and/or others for this role.
7. Review of IRA Committee - **Discussion**
Review these
 - a. [Category II Student Fee Overview](#)
 - b. [IRA Committee Duties](#)
 - c. [IRA Education Code 89230](#)
 - d. [IRA Reserve Policy](#)
8. Establish [IRA Committee Standing Rules and Membership](#) - **ACTION**
Review current standing rules and accept as written or with modifications.

9. Review [IRA Application Questions](#) - **ACTION**

Review last year's questions and accept as written or with modifications.

a. Current IRA Evaluation Criteria

- ☐ Educational benefits of the program for the students
- ☐ Identification of student learning outcomes for participants
- ☐ Equity benefits to student community
- ☐ Number of students benefiting indirectly
- ☐ Number of students participating and cost per student
- ☐ Willingness to attempt to generate income to help support the activity
- ☐ Appropriateness of I.R.A. Fee support as opposed to other institutional funds support
- ☐ All funding sources and amounts received and/or applied for by the program area
- ☐ Innovation and new ideas that benefit students
- ☐ Continuity

10. Review [Funding Timeline](#) - **Discussion**

Review last year's timeline and update with Spring 2020 dates.

11. Establish Next IRA Committee Meeting - **ACTION**

This meeting will be an opportunity to finalize the application questions (if necessary) as well as the Spring 2020 budget allocation timeline.

12. Announcements

13. Adjournment