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  
Cassaudra 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.
   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