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:
Ebony 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