

**INSTRUCTIONALLY RELATED ACTIVITIES (IRA)  
COMMITTEE MEETING  
AGENDA #2**

**Monday, October 19, 2020**

**5:00 - 6:00 p.m. via Zoom**

<https://humboldtstate.zoom.us/j/83258543628>

*This meeting is being facilitated through an online Zoom format, consistent with the CA Governor's Executive Order N25-20 which suspended certain open meeting law restrictions*

---

1. Call to Order
2. [Roll Call](#)

- |  |  |
|--|--|
| <input type="checkbox"/> <b>Jeremiah Finley</b> , A.S. President & Chair           | <input type="checkbox"/> <b>Humnath Panta</b> , Faculty                          |
| <input type="checkbox"/> <b>David Lopez</b> , A.S. Administrative VP               | <input type="checkbox"/> <b>Garrick Woods</b> , Faculty                          |
| <input type="checkbox"/> <b>Martin Gordillo</b> , A.S. BoD member                  | <input type="checkbox"/> <b>Kimberly Stelter</b> , Faculty                       |
| <input type="checkbox"/> <b>Jesús Flores</b> , A.S. BoD member                     | <input type="checkbox"/> <b>Sandy Wieckowski</b> , Administrative Representative |
| <input type="checkbox"/> <u>Vacant</u> , Student appointed (2-year term preferred) | <input type="checkbox"/> <b>Kate Earle</b> , Administrative Representative       |

*Non-Voting:*

- |  |   |
|--|---|
| <input type="checkbox"/> <b>Eboni Turnbow</b> , Interim Dean of Students | <input type="checkbox"/> <b>Holly Martel</b> , Director of Academic Resources |
| <input type="checkbox"/> <b>Jane Teixeira</b> , Athletic Director        | <input type="checkbox"/> <b>Jenessa Lund</b> , A.S. Executive Director        |

3. Approval of Agenda #2 dated October 19, 2020 - **ACTION**
4. Approval of [Minutes #2](#) dated October 1, 2020 - **ACTION**
5. Chair's Report
  - a. Welcome to two new voting members, Jesús Flores and Kate Earle
6. Public Comment
7. 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.*
8. [2020-2021 IRA Line-Item Transfer & Budget Modification Requests](#) - **ACTION**  
*Due to travel restrictions and mostly virtual learning in Spring 2021, all 2020-2021 funded programs and departments were invited to submit requests to modify [their current approved budgets](#). The committee will review each request and vote. The motion may include all requests after discussion or voted on individually.*
  - ☐ **Forensics**  
*Per diem to cover food on competition days*

- ❑ Art Gallery  
*Shifted how work is done, but no impact to their IRA budget*
- ❑ SAF Quiz Bowl Team  
*Cannot attend the conference, so will not be using their IRA funds*
- ❑ **Sports Clubs**  
*Cannot travel, but would like to use IRA funds to [purchase new equipment](#)*
- ❑ **Social Work Lobby Days**  
*[Two possible virtual conferences](#) instead of one in person*
- ❑ **El Leñador**  
*Seeking approval to use some of their publishing budget [for supplies and services](#)*
- ❑ **Outdoor Assistantship**  
*Seeking to transfer some funds [for permit fees](#)*
- ❑ **Model United Nations**  
*Would like to use budget for [virtual conference registration fees](#)*
- ❑ **Lumberjack Newspaper**  
*Seeking [additional funds \(\\$5600\) for postage](#) to mail the Lumberjack and El Leñador*
- ❑ **Theatre, Film & Dance**  
*Requesting to use ACDF funds (which was cancelled) to support a Spring Dance Concert; The KCACTF Region 7 Festival will be a virtual event and request to use IRA travel funds for [festival fees and registration](#).*

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

A [Doodle Poll](#) was sent to IRA members.

10. IRA Application Rubric - **Discussion**

Previous committees have adopted [a scoring rubric](#) (borrowed from SacState IRA). ASSED Lund is exploring [InfoReady](#) for the 2021-2022 IRA Budget requests. InfoReady is available to all CSUs; HSU SPF is the [primary user](#) and the HSU contact/manager. InfoReady allows reviewers to rate and comment on each application.

Additional documents to consider:

- ❑ [IRA Education Code 89230](#)
- ❑ [IRA Funding Guidelines](#)
- ❑ [Class Exemption Option 10-10-12](#)

11. Review of IRA Committee - **Discussion**

These documents were briefly reviewed at the 10-1-20 meeting. Are there any questions, comments, and/or suggestions regarding the information?

- a. [Student Fee Overview](#)
- b. [Category II Student Fee Summary \(2019-2020\)](#)
- c. [Category II Student Fee Task Force Report](#)
- d. [IRA Committee Duties](#)
- e. [IRA Education Code 89230](#)
- f. [IRA Reserve Policy](#)
- g. [2020-2021 IRA Budget Memo](#)

12. [2020-2021 IRA Committee Planning Ideas](#) - **Discussion**

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

*Review last year's timeline and update with Spring 2021 dates.*

14. Announcements

- a. This committee still needs one more student representative. Please have interested students apply [here](#).

15. Adjournment