

**INSTRUCTIONALLY RELATED ACTIVITIES (IRA)  
COMMITTEE MEETING  
AGENDA #4**

**Thursday, April 9, 2020, 4:00 - 5:30pm**

**ZOOM: <https://humboldtstate.zoom.us/j/988873173>**

*No password required*

*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>Lizbeth Cano Sanchez</b> , A.S. President & Chair           | <input type="checkbox"/> <b>Stephen Nachtigal</b> , Faculty                      |
| <input type="checkbox"/> <b>Cassandra Caudillo</b> , A.S. BoD member, Vice Chair        | <input type="checkbox"/> <b>Garrick Woods</b> , Faculty                          |
| <input type="checkbox"/> <b>Daniel Gonzalez</b> , A.S. Administrative VP                | <input type="checkbox"/> <u>Vacant</u> , Faculty                                 |
| <input type="checkbox"/> <u>Vacant</u> , A.S. BoD member                                | <input type="checkbox"/> <b>Sandy Wieckowski</b> , Administrative Representative |
| <input type="checkbox"/> <b>Shane Hayes</b> , Student appointed (2-year term preferred) | <input type="checkbox"/> <u>Vacant</u> , Administrative Representative           |
|                                                                                         | <input type="checkbox"/> appointed by the HSU President                          |

*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 #4 dated April 9, 2020 - **ACTION**
4. Approval of [Minutes from Meeting #3 Dated March 5, 2020](#) - **ACTION**
5. Chair's Report
  - a. No quorum on 4-2-20; this is our second attempt at meeting #4
  - b. Updated committee membership: Welcome to Jane Teixeira, the new Athletic Director, who recently replaced Jill Willson, the Interim Athletic Director
  - c. Updated projected 2020-2021 IRA budget as of 4-7-20: \$338,000
6. Public Comment
7. Temporary IRA Committee Bylaw Modification to Allow Electronic Voting - **APPROVED 4-8-20**
  - a. Due to not having quorum on 4-2-20, the impact of covid, and the need to conduct business expeditiously, the committee voting members approved to modify the committee bylaws ([passing unanimously 6-0](#)) to allow electronic voting

Timestamp	Email Address	Name	Do you support temporarily updating the IRA Committee Bylaws so that voting may take place electronically?	Comments, Questions, Concerns	If a majority of the IRA voting members agree to temporarily update the committee bylaws to allow electronic voting, do you support The Lumberjack Newspaper's request to use up to \$4500 of their remaining \$6,625.84 to print and mail one LjN edition?
4/7/2020 8:48:15	sn90@humboldt.edu	Stephen Nachigall	Yes		Yes
4/7/2020 13:46:47	sah681@humboldt.edu	Shane Hayes	Yes	none	Yes
4/8/2020 8:58:10	cvc17@humboldt.edu	Cassie Caudillo	Yes		Yes
4/8/2020 10:18:48	dg229@humboldt.edu	Daniel Gonzalez	Yes		Yes
4/8/2020 11:03:23	slw61@humboldt.edu	Sandy Wiekowski	Yes		Yes
4/8/2020 14:22:56	lc205@humboldt.edu	Lizbeth Cano Sanchez	Yes		Yes
			<b>6 Yes Votes</b>		<b>6 Yes Votes</b>
No response from gvw55@humboldt.edu					

## 8. Electronic Approval for The Lumberjack Newspaper Request - **APPROVED 4-8-20**

### a. The Lumberjack Newspaper would like to [print one more edition and mail it to students](#)

- ❖ Printing for 6,400 newspapers = \$1749.16
- ❖ Postage is \$2708.68 for the mailing list of current students supplied by enrollment management
- ❖ So printing and postage comes to \$4457.84
- ❖ The Lumberjack has a remaining IRA balance of \$6,625.84

**This request was approved by the IRA Committee via electronic voting [passing unanimously 6-0](#)**

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4/8/2020 11:03:23	slw61@humboldt.edu	Sandy Wiekowski	Yes		Yes
4/8/2020 14:22:56	lc205@humboldt.edu	Lizbeth Cano Sanchez	Yes		Yes
			<b>6 Yes Votes</b>		<b>6 Yes Votes</b>
No response from gvw55@humboldt.edu					

## 9. Appeal to Add Applications - **ACTION**

### a. Two applicants who did not appear on the application Google Form would like their applications considered for 2020-2021

- i. [Sports Club](#) - \$53,500
- ii. [SAF Quiz Bowl](#) - \$5,884

## 10. Finalize IRA Funding Guidelines, General Requirements, Evaluation Criteria & Definitions - **ACTION**

### a. The IRA Committee will review [ed code](#), [IRA funding guidelines](#) and the [2019-2020 memos between A.S. President Sandoval and HSU President Rossbacher](#) and determine the specific guidelines the committee will use to determine the 2020-2021 recommended allocations

## 11. Review Budget Applications & Amounts Requested - **DISCUSSION**

### a. Chair Cano Sanchez and ED Lund will have prepared a [DRAFT](#) Budget for the IRA Committee to begin discussing amounts and modify the recommended budget as necessary. There are two additional meetings currently scheduled (4/9/20 & 4/16/20) to ask questions of applicants and to make changes. The final recommended budget will be voted on 4/16/20, unless the committee wants to add meetings.

## 12. Announcements

## 13. Adjournment