

**INSTRUCTIONALLY RELATED ACTIVITIES (IRA)
COMMITTEE MEETING
MINUTES #5**

Thursday, April 16, 2020, 4:00 - 5:30pm

ZOOM: <https://humboldtstate.zoom.us/j/94268378501>

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](#) - all voting members in attendance; quorum reached

- | | |
|---|--|
| <input type="checkbox"/> Lizbeth Cano Sanchez , A.S. President & Chair | <input type="checkbox"/> Stephen Nachtigal , Faculty |
| <input type="checkbox"/> Cassandra Caudillo , A.S. BoD member, Vice Chair | <input type="checkbox"/> Garrick Woods , Faculty |
| <input type="checkbox"/> Daniel Gonzalez , A.S. Administrative VP | <input type="checkbox"/> <u>Vacant</u> , Faculty |
| <input type="checkbox"/> <u>Vacant</u> , A.S. BoD member | <input type="checkbox"/> Sandy Wieckowski , Administrative Representative |
| <input type="checkbox"/> Shane Hayes , 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"/> Eboni Turnbow , Interim Dean of Students | <input type="checkbox"/> Holly Martel , Director of Academic Resources |
| <input type="checkbox"/> Jane Teixeira , Athletic Director - absent | <input type="checkbox"/> Jenessa Lund , A.S. Executive Director |

3. Approval of Agenda #5 dated April 16, 2020 - **ACTION**
 - a. moved by Daniel, seconded by Garrick, passed unanimously
4. Approval of [Minutes from Meeting #4 Dated April 9, 2020](#) - **ACTION**
 - a. Daniel moved, seconded by Garrick, passed unanimously
5. Chair's Report
6. Public Comment **None**

7. [2019-2020 IRA Unspent Update as of 4-9-20](#) - **DISCUSSION**
 - a. Following appeals next week, consider earmarking some unspent for the 2020-2021 IRA Committee to approve
Ideas:
Carryover for areas that have not spent this year be fully funded next year
Do they need what they were allocated for 2019-2020?
Make decisions based on necessity, not across the board.

Context matters.
Look at each area separately.
Action item for next week.

8. 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 Rosbacher](#) and the [IRA Rubric \(d. 3-3-20\)](#) determine the specific guidelines the committee will use to determine the 2020-2021 recommended allocations

table for next week - moved by Daniel, seconded by Stephen, unanimously passed

9. Review Budget Applications & Amounts Requested - **ACTION**

- 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.

Motion from Cassie: From the unspent 2019-2020 balance to the recommended 2020-2021 budget move: \$32,000; seconded by Daniel; unanimously passed

Motion by Daniel to approve entire recommended budget (\$406,628); seconded by Cassie; passed unanimously

10. Announcements - **Theme for next meeting: hat, spring, cheerful.**

11. Adjournment 5:20pm