

INSTRUCTIONALLY RELATED ACTIVITIES (IRA)

COMMITTEE MEETING

MINUTES #7

Monday, March 8, 2021

2:00 - 3:00 p.m. via Zoom

<https://humboldtstate.zoom.us/j/81592303333>

Meeting ID: 815 9230 3333

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

1. Called to Order at 2:02pm

2. [Roll Call](#) - quorum was present

Voting:

- ☐ **Jeremiah Finley**, A.S. President & Chair - present
- ☐ **Jesús Flores**, A.S. BoD member & Vice Chair - absent
- ☐ **David Lopez**, A.S. Administrative VP - present
- ☐ **Martin Gordillo**, A.S. BoD member
- ☐ **Humnath Panta**, Faculty - present
- ☐ **Garrick Woods**, Faculty - present
- ☐ **Kimberly Stelter**, Faculty - present
- ☐ **Sandy Wieckowski**, Administrative Representative - present
- ☐ **Kate Earle**, Administrative Representative - present

Non-Voting:

- ☐ **Eboni Turnbow**, Interim Dean of Students - absent
- ☐ **Jane Teixeira**, Athletic Director - absent
- ☐ **Anthony Baker**, College of Natural Resources & Science Budget Analyst - present
- ☐ **Jenessa Lund**, A.S. Executive Director - present

Others present: Casey Park

3. Adoption of Agenda #7 dated March 8, 2021 - **Action**

It was moved (Panta) and seconded to adopt the agenda.

The motion to adopt was **APPROVED** unanimously.

4. Adoption of [Minutes #6](#) dated February 8, 2021 - **Action**

It was moved (Panta) and seconded to adopt the minutes.

The motion to adopt was **APPROVED** unanimously.

5. Public Comment

There was no public comment

6. Initial Review of Applications - Discussion

Voting Committee members were given access to review and score the funding applications through InfoReady. The Committee discussed if they'd like the non-voting advisors to contribute scores on the [IRA Criteria](#) and concluded that non-voting members would not become official

reviewers in InfoReady. After discussions of the number of applications submitted, the duty of committee members, and the process of budget hearings, the Committee decided they would like the reviews to be divided up. It was specified that committee members who have some departmental relation to the application should not be the main reviewers on the application. It was also discussed that the reviewer teams could consist of pairings of students and non-students. The Committee also discussed the place and use of the rubric, which as a group they determined served as a starting point for discussion and recommendations but would not serve as the “final say” in funding recommendations. *Casey Park divided the reviewers and re-assigned the reviews in the week of March 15th-March 19th as follows:*

<i>David</i>	<i>Jeremiah</i>	<i>Jesús</i>	<i>Martin</i>
<i>Garrick</i>	<i>Humnath</i>	<i>Kate</i>	<i>Kim</i>
		<i>Sandy</i>	
1. <i>American Society of Civil Engineers</i> 2. <i>Art Galleries: Reese Bullen & Goudi'ni Native American Arts</i> 3. <i>CPS Scholars Program</i> 4. <i>El Leñador</i> 5. <i>Enhancing Hands-on Learning</i> 6. <i>ENST 123 and ENGR 305 Courses</i> 7. <i>Forestry Conclave</i>	1. <i>Sport Clubs</i> 2. <i>Textbooks on Reserve</i> 3. <i>Theatre, Film & Dance</i> 4. <i>Toyon Literary Magazine</i> 5. <i>TV News Workshop</i> 6. <i>Wildlife Conclave</i>	1. <i>Moot Court</i> 2. <i>Music</i> 3. <i>Osprey</i> 4. <i>Outdoor Leadership</i> 5. <i>Range Plant Identification Team</i> 6. <i>SAF Quiz Bowl</i> 7. <i>Social Work Legislative Advocacy Days</i>	1. <i>Intercollegiate Forensics (Speech and Debate)</i> 2. <i>Issues in Community Volunteering</i> 3. <i>KRFH Radio Workshop</i> 4. <i>Lumberjack Newspaper</i> 5. <i>Marching Lumberjacks</i> 6. <i>Model United Nations</i> 7. <i>Modern Hispanic Theatre program</i>

7. Budget Questions - Discussion

The Committee reviewed the [IRA Budget Timeline](#) to prepare for the March 22nd meeting where they will identify which applicants they have questions for. Applicants will be invited to the April 5th and April 12th meetings to answer questions. Equity in reviewing and the use of the rubric/criteria was discussed further. Advice was given that if a question is being asked about one application, it could be asked of all the applications. For the criteria H, it was mentioned that it would be helpful for staff to provide a recent history of the funding. Park will work to add history to the [Budget Sheet](#)'s Summary tab.

8. Adjournment

It was moved (Panta) and seconded to adjourn the meeting.
The meeting adjourned at 3:00pm.