

**INSTRUCTIONALLY RELATED ACTIVITIES (IRA)  
COMMITTEE MEETING  
AGENDA #8**

**Monday, March 22, 2021**

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

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

**Meeting ID: 815 9230 3333**

**[Meeting Recording](#)**

*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*

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1. Called to Order at 2:03pm
2. [Roll Call](#) - quorum was present
  - ☐ **Jeremiah Finley**, A.S. President & Chair - present
  - ☐ **Jesús Flores**, A.S. BoD member & Vice Chair - present
  - ☐ **David Lopez**, A.S. Administrative VP - present
  - ☐ **Martin Gordillo**, A.S. BoD member - present
  - ☐ **Humnath Panta**, Faculty - arrived at 2:20pm
  - ☐ **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 - present
  - ☐ **Jane Teixeira**, Athletic Director - absent
  - ☐ **Anthony Baker**, Budget Analyst - present
  - ☐ **Jenessa Lund**, A.S. Executive Director - present
3. Adoption of Agenda #8 dated March 22, 2021 - **Action**  
It was moved (Gordillo) and seconded to adopt the agenda.  
The motion to adopt was **APPROVED** unanimously.
4. Adoption of [Minutes #7 dated March 8, 2021](#) - **Action**  
It was moved (Flores) and seconded to adopt the agenda.  
The motion to adopt was **APPROVED** unanimously.
5. Public Comment  
There was no public comment.

6. Budget Requests: Questions - **Action**

The Committee discussed the requests, their reviewing process, and how they will identify the applicants to invite to the April 5th and April 12th meetings to answer questions. (See the [IRA Budget Sheet](#))

Members asked how the Committee would like to consider funding requests for fall travel. Lund shared that some programs that were budgeted for travel this academic year have used those funds to pay for registrations to the virtual options that would've been travel. A member followed up by asking if the Committee could stipulate the recommended budget for those programs with travel saying "this request is funded if non-essential travel is permitted by the University." It was discussed that in the sending out of questions to the applicants, the Committee could ask that all applications that requested travel funding, especially for fall travel, provide the proposed dates for the travel events and give opportunity for those applicants to provide an alternative plan for the requested fall travel funds. The message would be something to the effect of, "To the groups that have requested funding for travel, the Committee is leaning heavily towards providing funding for spring travel and asking for alternatives to be proposed by groups hoping for fall travel to be deemed safe. For some applications it is unclear when your travel is planned. Please email back providing the proposed dates, months or at least semester of your trip(s). If your request is to fund fall travel, please plan to attend one of the IRA Committee meetings on *insert dates*, and consider presenting an alternative to your fall travel, for instance attending a virtual conference or opting for a spring travel event," and, "In anticipation of any travel, your request indicated it was for multiple events. The Committee would appreciate the total request to be broken down to indicate the planned per diem and travel costs for each travel event."

It was moved (Weickowski) and seconded to send the message requesting dates for travel to those requesting travel funding, and for applications that do not breakdown the costs to provide those.

The motion was **APPROVED** unanimously.

The table below was used to aid in discussion and highlight the applications that requested travel. The rightmost column

<i>Applicant</i>	<i>Question?</i>	<i>Information from the Application regarding the timing of travel</i>
<b>American Society of Civil Engineers</b>	<b>Question regarding Travel</b>	<b>Spring</b>
Art Galleries: Reese Bullen & Goudi'ni Native American Arts		
CPS Scholars Program		
El Leñador		
Enhancing Hands-on Learning		
ENST 123 and ENGR 305 Courses		
<b>Forestry Conclave</b>	<b>Question regarding Travel</b>	<b><i>In-state-Spring?; out-of-state-spring</i></b>
Intercollegiate Forensics (Speech and Debate)		

<b>Issues in Community Volunteering</b>	<b>Question regarding Travel</b>	<b>Fall 2021 = virtual retreat (\$200 for supplies listed in travel) Spring 2022 = in-person retreat at HBAC</b>
KRFH Radio Workshop		
Lumberjack Newspaper		
<b>Marching Lumberjacks</b>	<b>Question regarding Travel</b>	
<b>Model United Nations</b>	<b>Question regarding Travel</b>	<b><i>In-state- February; Out-of-State- March or April</i></b>
Modern Hispanic Theatre program		
<b>Moot Court</b>	<b>Question regarding Travel</b>	<b><i>October-January</i></b>
<b>Music</b>	<b>Question regarding Travel</b>	<b><i>In-state: All Stars and University Singers tours- when; Music Ed Conference- when; Out-of-State: University Singers and Jazz Combos tours - when</i></b>
Osprey		
<b>Outdoor Leadership</b>	<b>Question regarding Travel</b>	<b><i>In-state request for fall and spring; out-of-state for spring only</i></b>
<b>Range Plant Identification Team</b>	<b>Question regarding Travel</b>	<b><i>Spring (February)</i></b>
<b>SAF Quiz Bowl</b>	<b>Question regarding Travel</b>	<b><i>November?</i></b>
<b>Social Work Legislative Advocacy Days</b>	<b>Question regarding Travel</b>	<b><i>April?</i></b>
<b>Sport Clubs</b>	<b>Question regarding Travel</b>	
Textbooks on Reserve		
<b>Theatre, Film &amp; Dance</b>	<b>Question regarding Travel</b>	<b><i>American College Dance Association- January; Kennedy Center American College Theatre Festival - February</i></b>
Toyon Literary Magazine		
TV News Workshop		
<b>Wildlife Conclave</b>	<b>Question regarding Travel</b>	<b><i>Spring</i></b>

7. Recommendation Tab - Discussion

Due to time, the committee was unable to discuss if and how they would like to work through recommendations. View the [A.S. Budget Application](#) to start the discussion and design a plan for IRA.

8. Announcements

9. Adjournment

It was moved (Gordillo) and seconded to adjourn the meeting at 3:04pm  
The meeting adjourned.