

**INSTRUCTIONALLY RELATED ACTIVITIES (IRA)  
COMMITTEE MEETING  
MINUTES #9**

**Monday, April 5, 2021**

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

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

**Meeting ID: 815 9230 3333**

*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 2:04pm

2. [Roll Call](#)

- ☐ **Jeremiah Finley**, A.S. President & Chair - arrived at 2:25pm
- ☐ **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 - present
- ☐ **Garrick Woods**, Faculty - absent
- ☐ **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 - absent
- ☐ **Jenessa Lund**, A.S. Executive Director - present

3. Adoption of Agenda #9 dated March 22, 2021 - **Action**  
It was moved (Lopez) and seconded to adopt the minutes.  
The motion to adopt was **APPROVED** unanimously.

4. Adoption of [Minutes #8 dated March 22, 2021](#) - **Action**  
It was moved (Wieckowski) and seconded to adopt the minutes.  
The motion to adopt was **APPROVED** unanimously.

5. Public Comment

Connor Goldstein commented on the subject of the IRA Reserve - It may be prudent to reconsider the memo guiding the percent of the reserve fund available for allocation to the budget each year. The memo suggests the intent was to eventually reduce the reserve to 10%

of the operating budget. With the reserve building significantly due to covid restrictions (Reserve projected to be similar size to the 2021-2022 Budget?), a new reserve spending strategy should be explored. HSU has the third highest category II fee cost in total and one of the highest IRA fee costs specifically. With the school potentially becoming a California Polytechnic institution, it may be appropriate to examine the strategy again. The Committee supported reviewing the reserve policy.

6. Budget Requests: Questions - Discussion

The Committee asked applicants that requested funds for fall travel to provide alternative ideas for the funding, in case fall travel is not permitted. Forestry Conclave selected this April 5th meeting to speak to their response. All other applicants will be present at the April 12th meeting or provided their responses only in writing.

The Committee reviewed the responses from the form:

a. **Forestry Conclave** - April 5th

- i. Alternative(s): Supplies, Spring 2022 Travel, if permitted by CSU, The funds would rollback into the IRA Reserve
- ii. Description: "It is likely some of the funds would be rolled over into Spring 2022 travel and a small portion used for supplies, but the majority of the funds ear-marked for Fall would roll back into the IRA Reserve.

Connor Goldstein and Hunter Harrill were present to speak to the alternatives and answer any questions. It was asked if the conferences and competitions had provided any plans or alternatives for the competition. Goldstein responded that there have not been solid alternatives provided yet, but they're hoping to hear soon. A member asked for more information on how the Conclave benefits students who participate. Harrill and Goldstein responded that it gives hands-on experience for the practical skills required for the workforce, and the travel is a networking opportunity to not only connect to potential work, but also their future colleagues. Additionally, the program serves a diverse group of students, within different majors, which strengthens interdisciplinary connections of students within the fields. Another member asked how students sign-up or get selected to be part of the program. Goldstein provided that any student is able to enroll in the 1-unit course. To select the students in the class who travel, there are internal competitions. For the smaller competitions, there is work done to have students of mixed skill levels. For the larger, spring competition, a full team of eight lower experience students are brought along with the experienced teams. The travel also depends on students availability to travel, but in general, they work to take every student on at least one of the trips. A member clarified the difference between the costs of the different requested trips. Goldstein responded that the costs are variable depending on the distance traveled. The most expensive trip is in the spring, for the larger out of state competition, which is expected to occur in Montana next spring. A member asked how does the Forestry Conclave benefit the whole student body, or the whole department. Goldstein responded that more information is detailed in the written portion of the application. This program is targeted for benefiting students who are entering into fieldwork in the natural resources. These conferences and competitions teach safe, and effective

practices, which makes Humboldt graduates more hireable to employers. The benefit to the student body as a whole, all students are welcomed to get this experience and be involved in their local resources and outdoors. When HSU had the football program, the program also provided pep in the endzones. This program and the associated club is an asset to recruitment. Harrill followed up that the program is an interdisciplinary opportunity.

**b. Issues in Community Volunteering (Y.E.S.) - April 12th**

- i. Alternative: Spring 2022 Travel, if permitted by CSU
- ii. Description: YES is planning to hold a virtual student leader Fall Retreat (no travel) and an in-person Spring Retreat (local travel/accommodations), if permitted by CSU. The funds requested for the YES retreat would be directed towards only the spring retreat.
- iii. Other Notes: I'm not sure if the YES budget request for IRA falls under "travel funding." The YES retreat budget includes the cost of the local facility rental, rental vans/fuel and food. If travel is not permitted by the CSU, the retreat will be held virtually (Fall Retreat - virtual and Spring Retreat - tentatively in-person in Humboldt County)

There was discussion around needing clarification on the applicant not being sure if the funding request falls under travel.

Discussion continued generally around the topics of, "How many students does a program serve directly?", and, "How does a program benefit the general student body?"

**c. SAF Quiz Bowl Team - April 12th**

- i. Alternative: Virtual Event
- ii. Description: I think (hope) that the event will provide virtual alternatives for folks who can't make it. In which case, I'd like the students to use at least some of the funds to attend the virtual event. Obviously, funding needs would be MUCH lower!
- iii. Other Notes: Not really! Thanks for being proactive. I will try to make the meeting on the 12th.

The Committee reviewed the response and moved on to review Moot Court.

**d. Moot Court - April 12th at/after 2:45pm**

- i. Alternative: Virtual Event
- ii. Description: At the moment, we do not know whether the moot court tournaments will be in-person or on Zoom. In the event that they take place on Zoom, we will simply be asking for IRA funds to cover registration costs, which I would estimate to be between \$1,200 to \$1,500 (approximately \$150/team, for 8 to 10 teams total).
- iii. Other Notes: I would like to attend the April 12 meeting, but I teach until 2:50 PM. I can end class 10 minutes earlier. I respectfully request to speak with the

committee at 2:45 PM or any time after that, if possible. Thank you.

The committee reviewed the intent and discussed similarities in responses from applicants noting they would defer to a virtual event, which would mean they wouldn't spend as much, and those funds would likely rollback to the IRA Reserve. There was discussion around the reserve policy, and the current difference between the amount requested and the amount currently intended for the recommended budget total. A member noted they would appreciate the "Reserves Policy" to appear on a future agenda so that the committee could consider action that would amend the policy or waive the policy requirement for this year.

**e. Outdoor Leadership**

- i. Alternative: We were approved for travel this Fall and Spring, so I expect the same. Otherwise we could do virtual events, but that would not meet our program objective.
- ii. Description: I am hoping that we might help students with travel if we are not doing group travel, such as helping them pay for gas or rental cars if they don't have a vehicle to get them to field trip sites.
- iii. Other Notes: It would be good to consider other ways to support students, for example if we don't do group transportation, could we move the funds to personal gas for their vehicle or food for their trip?

It was noted that the Education Code has no restrictions on reimbursement for travel, so this request, which notes that personal vehicle gasoline could be reimbursed if group travel is not permissible.

**f. Social Work Legislative Advocacy Days**

- i. Only has spring travel requested
- ii. Other Notes: It sounds like there are no questions. If anything comes up and you need to talk with me, let me know. Thank you for working on all this.

**7. Recommendation Tab - Discussion**

Due to time, this item was tabled to the next meeting.

**8. Adjournment**

It was moved (Flores) and seconded to adjourn the meeting.  
The meeting was adjourned at 2:59pm.