

**IRA COMMITTEE  
MINUTES  
April 12, 2019**

**CALL TO ORDER**

Vickie Chew, Committee Chair, called the meeting to order at 9:03 a.m.

**ROLL CALL**

Members Present: Bono, Bourget, Brown, Brusckke, Liu, Martinez, Meyer, Primbs, Stern, Su, Waneis

Members Absent: Chacko, Lee, Schinowsky, Soria

**Non-Voting Members**

Present: Chew, Lawrence, Masoud, Ohtomo, Rahmatian, Ward

Absent: None

Guests: Keya Allen, Dale Merrill

**APPROVAL OF AGENDA**

Chew stated that there was one New Business item that could be moved before Unfinished Business, if there were no objections.

Meyer objected since he has class.

The agenda was approved as presented. (Bono-m/Martinez-s).

**APPROVAL OF MINUTES**

The minutes from the March 1, 2019 meeting were approved as presented. (Waneis-m/Martinez-s)

**PUBLIC COMMENTS**

Dean Dale Merrill from the College of the Arts stated that he was present if the members had any questions about the Arts proposals.

**UNFINISHED BUSINESS**

**a. 2019-20 IRA Budget  
Deliberations &  
Recommendations**

Chew stated that there was motion on the table from the last meeting.

**FC 017 18/19** (Waneis-m/Brown-s) A motion was made and seconded to approve the recommendation to the University for the 2019-20 IRA budget.

Chew stated that there were funding scenarios based on the discussion from the last meeting.

- Scenario 1: Adjust awards based on rubric score (i.e., 95% or above gets 100% funding; 90-95% gets 95%; etc.)
- Scenario 2: Award based on rubric score, 95% or above gets full funding; below 95% gets rubric score times request.
- Scenario 3: Across the board 25% cut to all proposals
- Scenario 4: Award based on rubric score, 95% or above gets full funding, below 95% get 75% of request.
- Scenario 5: Award based on rubric score, 95% or above gets full funding, below 95% gets minimum if accepted on application (75%).

Meyer asked if scenario 3 would negate using the rubric scores.

Chew answered yes.

Bono stated that there would be some proposals that cannot be funded with the available funds.

[Liu arrived to the meeting at 9:11am.]

Lawrence stated that the Committee could choose to use some of the reserves or not.

Chew stated that Rahmatian and Bruschke have recommendations on how to fund proposals.

Rahmatian presented his recommendations.

Rahmatian stated that divided the proposals into quartiles. The vertical axis looked at the rubric scores. The horizontal axis is the requested amount of funding.

Rahmatian stated that category 1 are the best, highest rating proposals asking for the lowest amount. These proposals should be funded 100%. Category 16 would be proposals that scored low scores and requested a high amount of funding.

Rahmatian stated that the Committee could fund proposals that had high ratings and requested a lower amount. His recommendation was not to fund any proposals that were in categories 14-16. Funding categories 1-14 would total about \$1.5 million. Then, the Committee could reconsider the proposals in categories 14-16 to determine which to support.

Bono stated that the assumption is that students from bigger Colleges are not being funded in other Colleges. There are programs that are open to students from any College. IRA funding is not like miscellaneous course fees.

Bourget stated that she did not agree that Colleges with more students should receive more of the IRA funds. It is not a logical topic for the Committee. Funds are need to support Colleges for their IRA programs.

Bruschke stated that his recommendation was not to support increases and not funding proposals that received low rubric scores. The current amount of available funding cannot support adding new programs. The ratings are important, but it only tells part of the story.

Bruschke congratulated Rahmatian on his work, but his analysis only included two pieces of information (rubric scores and requested amount). Other factors to include would be Title V programs and increase requested. For returning programs, they should consider if they spent 100% of previous years before any increases are awarded.

Bruschke stated that the Committee could use Rahmatian's information but do not fund increases if the program did not spend all of their funding in the 2017-18 fiscal year.

Chew asked Bruschke what the total amount he proposed to fund.

Bruschke answered \$1.8 million.

Chew asked if there were any objections to using Rahmatian's information for budget deliberations.

There were no objections.

Meyer stated that the concerns with increases needed to be addressed.

Bono stated that she was uncomfortable with not allowing increases without knowing the justification.

The members discussed options on how to fund proposals.

Chew called a recess at 10:18am.

Chew recalled the meeting at 10:35am.

**FC 017A 18/19** (Bruschke-m/Martinez-s) An amendment to the motion made and seconded to use the quartile-based allocation analysis developed by Dean Rahmatian. The top 4 categories will receive 100% of request; proposals in categories 5-8 will receive 90% of request; proposals in categories 9-12 will receive 80% of request; and proposals in categories 13-16 will receive 70% of request for a total of \$1,993,740. The deficit of \$182,414 will be taken from reserves.

**FC 017A 18/19** 11-0-0 The amendment passed.

**FC 017 18/19** 11-0-0 The amended motion passed.

## REPORTS

### a. Line Item Transfers

Chew reported the following:

- 1) Pianists in Performance (3332) was approved to move \$462 from 8051 (Printing & Advertising) to 8074 (Contracts/Fees/Rentals) to cover hotel costs for a visiting artist who was working with students and performing a recital.

### b. Chair's Report

Chew reported the following:

- 1) The President approved Jessica Stern to serve on the Committee until the end of this semester.
- 2) The President approved the suspension of the 50% travel rule until the end of this semester. Since there is not enough time this semester for the Committee to make a recommendation about the rule, the administrative team will work on the issue during the summer and make a recommendation to next year's Committee.

Lawrence stated that next year's Committee would make a recommendation to the President on the rule for the 2019-20 fiscal year.

Bono stated that the Committee does not need to have another meeting. They need to get feedback from the stakeholders. There could be a work group that works on the travel policy and revise the application and rubric.

Chew stated that they would look at the calendar to schedule a hearing for stakeholders. Any recommendations will need to be approved by the Committee.

**NEW BUSINESS**

- a. Line Item Transfer Request – AAF/NSAC

**FC 018 18/19** (Bono-m/Brown-s) A motion was made and seconded to approve a line item transfer request from the American Advertising Federation & National Student Advertising Competition (AAF/NSAC) program (3340) to move \$1,000 from 8074 (Contracts/Fees/Rentals) and \$518 from 8077 (Travel) to 8050(Supplies).

[Meyer left the meeting at 10:50am.]

**FC 018 18/19 10-0-0** The motion passed.

**ROLL CALL VOTES**

	<b>017A</b>	<b>017</b>	<b>018</b>
Bono	Y	Y	Y
Bourget	Y	Y	Y
Brown	Y	Y	Y
Bruschke	Y	Y	Y
Chacko	Absent		
Lee	Absent		
Liu	Y	Y	Y
Martinez	Y	Y	Y
Meyer	Y	Y	Absent
Primbs	Y	Y	Y
Schinowsky	Absent		
Soria	Absent		
Su	Y	Y	Y
Stern	Y	Y	Y
Waneis	Y	Y	Y
<b>Results</b>	<b>11-0-0</b>	<b>11-0-0</b>	<b>10-0-0</b>

**ANNOUNCEMENTS/MEMBERS PRIVILEGE**

Ward asked if it would be possible to have contingency for unused funds if programs do not accept their 19-20 award.

Chew stated that there was a contingency fund established each year, but it was deleted by the Committee's recommendation and approval by the University. Any unused funds are returned to reserves.

**ADJOURNMENT**

The meeting was adjourned at 10 54 a.m.



Deserita Ohtomo, Recording Secretary



Vickie Chew, IRA Committee Chair