



To: President Richard Carvajal, Ph.D., and Vice President of Enrollment Management and Student Success Chrissy Holliday, Ph.D.

From: 2025-2026 Instructionally Related Activities (IRA) Committee

Date: Friday, May 01, 2026

Subject: Instructionally Related Activities (IRA) Committee Funding for 2026 - 2027

Dear President Carvajal and Vice President Holliday:

As the IRA Committee, we wish to provide you with an overview of our recent review of Instructionally Related Activity (IRA) fee requests, to accompany our proposed budget allocation (included below).

We continue to see requests that far exceed the available IRA fee allocation, so our review process is intensive and deliberative. The committee met several times, totaling nearly 20 hours, in close review of the applications and in careful consideration of budget allocations. We outline our decision-making process in what follows. We ultimately decided to draw a significant amount from the reserve. While this approach allows us to meet current program needs, it is not a sustainable long-term strategy to fund the signature programs of our university. There are over two dozen longstanding programs that rely on IRA that have a demonstrated impact on our campus. We wish to further underscore the importance of careful prioritization and ongoing evaluation of funded programs. Programs that have a demonstrated impact and consistent need deserve a sustainable baseline funding in our university budget, reserving IRA funds for new and innovative programs.

The proposed budget draws the following from reserves: allocations for both new (\$52,000), 6% fee (\$27,270), and existing programs (\$30,500), as revenue is currently at \$381,000. We arrived at an Existing Programs Subtotal of \$402,500 and a final allocation of \$481,770 for the 26-27 academic year.

Prior-year allocations were used as the baseline rather than requested amounts. Certain costs—such as travel per diem and most guest lecturer fees to standardize reductions across proposals.

Our proposed allocations reflect careful deliberation and a multi-faceted approach that accounted for

- request amount and proportional allocation of the total budget (with larger budgets reduced more than smaller ones),
- total amount allocated to each academic department (with recognition that departments can reallocate distribution among programs),
- previous years' expenditures from previously funded IRA programs,
- evaluative rubric ranking scores, with weight given to the number of students served.

In addition, new programs were prioritized in our allocation.

Equity considerations, such as cost per student and overall program impact, were also part of the discussion. A hybrid approach was ultimately implemented using a spreadsheet formula to apply tiered percentage reductions, followed by an additional layer of cuts based on ranking, where higher-ranked programs were reduced less than lower-ranked ones.

After applying a formula calculation to the requested amounts (with tiered cuts based on requested budget amount, cross-referenced against the evaluative rubric rankings) to arrive at an initial proposal, last year's allocations were revisited and compared with the current proposed allocations. This led to targeted adjustments when funding exceeded prior spending.

Reserves were also re-evaluated, balancing whether to use more now to support higher allocations or to preserve funds for Fall 2026, when programs may request additional funding after budgets are finalized. The committee decided to allocate \$22,000 from the reserves to hold for Fall 2026 for supplemental program funding requests contingent on enrollment growth. This amount may be revised based on current program expenditures after budget reconciliation at the end of fiscal year 2025-26.

The final step was to ensure that the total allocation met the required budget target and could be clearly explained. The outcome reflects a combination of baseline funding, standardized reductions, and ranking-based adjustments. The final budget of \$481,770 allocates funding

across 41 programs, including 36 existing programs and 5 new initiatives. See the budget attached.

The Committee recommends placing greater emphasis on program evaluation in future funding cycles. While efforts were made this year to incorporate prior spending and available assessment information, we found that consistent and comprehensive evaluation data were often limited or uneven across programs. To support more informed, equitable, and transparent allocation decisions, we will request that programs provide clearer outcomes-based assessments, including evidence of student impact, participation levels, and alignment with IRA goals. Strengthening these evaluation components will enhance the Committee's ability to effectively steward IRA funds and ensure that supported programs demonstrate meaningful educational value.

Our priority remains directing IRA resources toward initiatives that are clearly and directly connected to instructional activities. We also noted concern that a small number of programs account for a disproportionately large share of the total funding. Given this, we believe it is important that programs receiving significant allocations clearly reflect campus-wide priorities and demonstrate broad, meaningful impact for students.

In this context, we recommend initiating a broader campus-wide discussion regarding the role and structure of Category II and Category III fees to ensure shared understanding, alignment, and long-term sustainability of funding practices. We have the highest IRA fee in the CSU; we need to have a revised allocation amount delineated more clearly for our campus.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Eduardo Cruz'.

Eduardo Cruz, A.S President
Chair, 2025-2026 Instructionally Related Activities (IRA) Committee



Associated Students

CAL POLY HUMBOLDT

Program	2025/2026 Budget	2026/2027 Budget
14th Annual Hip Hop Conference	\$10,000	\$7,200
ASL Retreat	\$3,750	\$2,400
Biological and Ecological Surveying Techniques	\$0	\$2,600
California Geographic Society Conference	\$10,115	\$3,900
Campus Dialogue on Race	\$0	\$4,700
Campus Galleries	\$14,000	\$14,000
CCACA Ceramics Conference	\$6,486	\$6,486
Courageous Cuentos	\$7,250	\$7,250
Critical Thinking	\$0	\$13,600
Dance	\$19,300	\$19,300
El Leñador	\$14,650	\$14,650
ENST 123	\$500	\$500
Experiential Trading and Market Analytics Initiative	\$0	\$14,200
Experiential Workshop	\$7,500	\$7,000
Field Studies in Cannabis	\$0	\$1,200
Geology Summer Field Camp	\$11,560	\$10,600
Humboldt International Film Festival	\$9,500	\$9,500
Instructional Wilderness Medicine Training for Field-Based Academic Programs	\$0	\$20,400
KRFH Radio Workshop	\$4,000	\$4,038
Logging Sports	\$20,034	\$15,000
Marching Lumberjacks	\$10,175	\$8,600
Master Diver Training	\$9,800	\$8,600
MidPac	\$10,115	\$6,800
Model United Nations	\$17,994	\$14,800



Moot Court	\$3,102	\$3,000
Music	\$80,000	\$50,000
Osprey	\$10,000	\$7,000
Outdoor Leadership	\$8,055	\$5,800
Plant ID Team	\$6,899	\$5,100
PSA Conference	\$6,485	\$4,000
Region 6 Soil Judging Competition	\$3,271	\$2,453
SAF Quiz Bowl	\$6,588	\$3,200
Science in the Sagebrush Steppe	\$1,350	\$800
Scientific Diver Training	\$0	\$7,200
Speech and Debate	\$0	\$12,000
Sport Clubs	\$50,000	\$49,700
The Lumberjack	\$34,523	\$32,523
Theatre Arts	\$38,000	\$33,000
Toyon	\$4,000	\$3,600
Wildlife Conclave	\$19,019	\$15,000
YES	\$4,200	\$2,800
Total Program Allocation		\$454,500
New Progs Subtotal		\$52,000
Existing Programs Subtotal		\$402,500
Total Program Allocation		\$454,500
6% admin fee		\$27,270
		\$481,770



Associated Students

CAL POLY HUMBOLDT

Recommended Approval:

Chrissy Holliday

05/05/2026

[Chrissy Holliday \(May 5, 2026 08:05:11 PDT\)](#)

Dr. Chrissy Holliday

Date

Vice President, Enrollment Management and Student Success

Approved:

Richard Carvajal

05/06/2026

[Richard Carvajal \(May 6, 2026 13:40:47 PDT\)](#)

Dr. Richard Carvajal

Date

President, Cal Poly Humboldt