



<http://www.csuci.edu/ira/index.htm>

Application
Instructionally Related Activities Funds Request
2009-2010 Academic Year

Applications must first be sent to the appropriate program chair. Chairs will recommend and route them to the Dean's Office for review and authorization. The Dean's Office will then forward them to the IRA Committee for consideration.

Activity Title: American Chemical Society Conference

Project Sponsor/Staff (Name/Phone):

Dr. Simone Aloisio (437-8999)

Dr. Blake Gillespie (437-2796)

Dr. Phil Hampton (437-8869)

Activity/Event Date(s): March 21st-25th 2010

Date Funding Needed By: 2/1/2010

Please check if any of the following apply to your IRA:

- | | |
|---|---|
| <input type="checkbox"/> Equipment Purchase | <input checked="" type="checkbox"/> Field Trip |
| <input type="checkbox"/> Event | <input type="checkbox"/> Participant data collection for public dissemination, i.e. interviews/surveys that result is a journal/poster session/newsletter |
| <input type="checkbox"/> IT Requirements | <input type="checkbox"/> Risk Management Consultation |
| <input type="checkbox"/> International Travel | <input type="checkbox"/> Late Submission (Passed Deadlines: Fall 3/14, Spring 10/15) |
| <input type="checkbox"/> Space/OPC Requirements | |
| <input type="checkbox"/> Infrastructure/Remodel | |
| <input type="checkbox"/> Other _____ | |

Previously Funded: YES NO Yes, Request #

Does your proposal require IRB (Institutional Review Board) approval: Yes No

Assessment submitted for previously Funded Activity: YES NO

Academic Program or Center Name and Budget Code: 781

Date of Submission: 10/12/2009

Amount Requested: \$7650
 (Should match item 2. E. on page 4)

Estimated Number of Students Participating: 9

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Conditions and Considerations

Equipment Purchase-If requesting large equipment, Project Sponsor must show proof of correspondence with OPC Administration. In addition, all other purchases must follow Procurement Guidelines

Events-Attach copy of Events and Facilities Use Request Form (Public Folders-Events & Facilities folder) Consider time frame for set-up and take down.

Participant Data Collection for Public Dissemination-If Project Sponsor proposes to conduct research with human participants then it may be subject to IRB (Institutional Review Board for the Protection of Human Subjects) review. It is the Project Sponsor's responsibility to inquire with the IRB **prior** to IRA application submission to determine if the project is exempt from IRB review so that funding is not delayed. Please indicate on the cover page if your project is exempt from IRB review.

Field Trip-If approved, Identified Risks of Participation and Release Agreement must be submitted for each student to the Program Office (Public Folders-HR Forms).

IT Requirements-Requires proof of correspondence and approval from IT Administration

International Travel-Requires International Travel application be submitted to Center for International Affairs.

Risk Management Consultation-Requires proof of correspondence with Risk Management.

Space/OPC Requirements, Infrastructure/Remodel-Requires proof of correspondence with OPC Administration .

Late Submission (Deadlines: Fall 3/14, Spring 10/15)-Requires explanation for emergency funding.

Fiscal Management: Project Sponsor's program will be responsible for all costs incurred over and above what is funded through the IRA award and will be responsible for seeing that any revenue that is intended to offset the amount of the IRA award is transferred accordingly.

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Requirements and Signatures

Please provide the following in your application:

1. **Brief Activity Description.** Describe the activity and its relationship to the educational objectives of the students' program or major.

We are requesting funds to support student travel to the national American Chemical Society (ACS) meeting in San Francisco. All the students travelling to this meeting will present the results of their research which was done under faculty supervision in the chemistry department at CSU Channel Islands. Research topics are in the areas of Biochemistry, Organic Chemistry, Medicinal Chemistry, Environmental Chemistry, and Chemical Education. The meeting is held between March 21st and March 25th of 2010. It is an outstanding opportunity for our students to present their work, hear about the latest advances in the field of chemistry, and to network with peers and potential employers.

2. **Relation to IRA to Course Offerings.** All IRAs must be integrally related to the formal instructional offerings of the University and must be associated with scheduled credit courses. Please list all classes that relate to the program proposed.

Students travelling to the ACS meeting will be enrolled in independent research (CHEM 494) with a faculty member. Seniors graduating in Spring will also be enrolled in CHEM 499, the capstone class, in which they learn best practices on presenting scientific results. This class is required for all majors. The Chemistry program learning outcomes include the dissemination of scientific results. There is no better place to put this into practice than at the ACS meeting.

3. **Activity Assessment.** Describe the assessment process and measures that the program will use to determine if it has attained its educational goals. **Please note a report will be due at the end of the semester.**

Students attending the meeting and receiving IRA funding will be asked to complete a survey assessing whether the learning objectives were met by presenting their work at the meeting.

4. **Activity Budget.** Please enclose a complete detailed budget of the entire Activity **bold** specific items of requested IRA funding. (Page 4)

Costs Requested through IRA (per student)

Conference Registration (UG Member)	\$ 100
Roundtrip Airfare from LAX or BUR	\$ 250
Accommodations (5 nights)	\$ 500
	SUB-TOTAL: \$ 850

Total Request: 9 x \$850 = \$7650

Other Costs (Out of Pocket)

Poster Printing	\$ 25
ACS Membership	\$ 45
Meals (6 days)	\$ 180
Travel Insurance	\$ 20
Transfers to Airports	\$ 100
	SUB-TOTAL: \$ 370

Total Out of Pocket: 9 x \$370 = \$3330

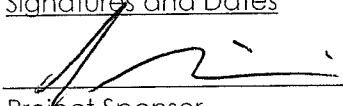
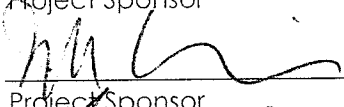

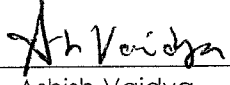
Total Activity Cost = \$10980

IRA funding is being requested to subsidize the conference registration, airfare, and hotel costs. Other costs are out of pocket to the student.

5. **Sources of Activity Support.** Please list the other sources of funding, and additional support for the activity.

None.

Signatures and Dates

	Simone Aloisio	10/13/09
Project Sponsor		Date
Project Sponsor	Phil Hampton	Date
	Blake Gillespie	10/13/09
Project Sponsor		Date
	Simone Aloisio	10/13/09
Program Chair/Director		Date
	Ashish Vaidya	10/14/09
Dean		Date

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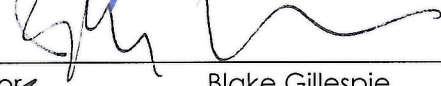

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Program Chair/Director		Date
Dean	Ashish Vaidya	Date

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ACTIVITY BUDGET FOR 2009-2010

1. Operating Expense Budget

- A. Supplies _____
- B. Vendor Printing _____
- C. In-State Travel _____
- D. Out-of-State Travel _____
- E. Equipment Rental _____
- F. Equipment Purchase _____
- G. Contracts/Independent Contractors _____
- H. Honorarium _____
- I. OPC Chargeback _____
- J. Copier Chargeback _____
- K. Other (Please Specify) _____

TOTAL Expenses \$10980 (see above for details)

2. Revenue

- A. Course Fees _____
- B. Ticket Sales _____
- C. Out of Pocket Student Fees
(exclusive of course fees) \$3330 _____
- D. Additional Sources of
funding
(Please specify
And indicate source) _____
- E. **Requested Allocation
from IRA** **\$7650 (see above)**

Total Revenue \$10980 _____

Instructional Related Activities
Report Form

SPONSOR	DEPARTMENT
Simone Aloisio	Chemistry

ACTIVITY TITLE	DATE (S) OF ACTIVITY
American Chemical Society Conference	3/21/2010-3/25/2010 Spring 2010

PLEASE EXPLAIN (1) DESCRIPTION OF ACTIVITY; (2) HOW DID THE ACTIVITY RELATE TO A COURSE(S); AND (3) WHAT YOU LEARNED FROM THE PROCESS.

- 1) THE IRA FUNDS WERE REQUESTED TO BE USED TO SEND STUDENTS THE NATIONAL AMERICAN CHEMICAL SOCIETY (ACS) MEETING IN SAN FRANCISCO. STUDENTS PRESENTED THEIR RESEARCH AT THIS MEETING, AS WELL AS ATTENDED TALKS FROM OTHER RESEARCHERS FROM THE CHEMISTRY WORLD. THIS FUNDING WAS NOT AWARDED EARLY ENOUGH FOR US TO USE FOR THIS MEETING. WE DID USE A SMALL PORTION TO PAY FOR SOME STUDENTS REGISTRATION COSTS WHEN WE DID FIND OUT. ALL OF THESE STUDENTS PRESENTED RESEARCH AT THE MEETING.

- 2) STUDENTS IN OUR CAPSTONE COURSE (CHEM 499) ARE REQUIRED TO MAKE A POSTER AND PRESENT THEIR UNDERGRADUATE RESEARCH. THIS FORMAT IS IDENTICAL IN BOTH THE CLASS AND THE MEETING POSTER SESSIONS. IT IS A NATURAL FIT FOR OUR STUDENTS AND EXTREMELY VALUABLE TO THOSE CONTINUING IN THE FIELD OF CHEMISTRY. I AM INCLUDING TWO OF THE POSTERS THAT THE STUDENTS PRESENTED ELECTRONICALLY.

- 3) I AM REAPPLYING FOR THIS FUNDING SO THAT THIS CAN BE AN ANNUAL OPPORTUNITY FOR OUR MAJORS.

**Please attach assessment forms from students, list of attendees, peoplesoft program report

E-mail to the Dean's Office
30 days after activity