



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

Application
Instructionally Related Activities Funds Request
2009-2010 Academic Year
DEADLINE: Fall and Academic Year 3/15/09
Spring 10/15/10

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: Mariano Zaro: Poemas de la erosión/Poems of Erosion

Project Sponsor/Staff (Name/Phone): **Sandra Kornuc Tel. 437-2697**

Activity/Event Date(s): **Spring Semester, TBD**

Date Funding Needed By:

**Please Note that for Fall Requests the earliest that you will be notified of funding availability will be early June 2008 and for Spring Requests early January 2009.

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

- | | |
|--|---|
| <input type="checkbox"/> Equipment Purchase | <input type="checkbox"/> Field Trip |
| <input checked="" 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"/> International Travel | <input type="checkbox"/> Risk Management Consultation |
| <input type="checkbox"/> Space/OPC Requirements | <input type="checkbox"/> Late Submission (Passed Deadlines: Fall 3/15, Spring 10/15) |
| <input type="checkbox"/> Infrastructure/Remodel | |
| <input checked="" type="checkbox"/> Other <u>Speaker's honorarium</u> | |

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 **N/A**

Academic Program or Center Name and Budget Code:

Date of Submission: **October 10th, 2009**

Amount Requested: **\$450**
 (Should match item 2. E. on page 4)

Estimated Number of Students Participating: **60 students.**

Application
Instructionally Related Activities Funds Request
2009-2010 Academic Year

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.

Application
Instructionally Related Activities Funds Request
2009-2010 Academic Year

Requirements and Signatures

Please provide the following in your application:

1. **Brief Activity Description.**

Guest author: Mariano Zaro's Poemas de la erosión/Poems of Erosion

The Spanish program would like to bring Mr. Mariano Zaro, a Spanish college instructor and author who currently lives in Southern California, to discuss one of his poetry books "Poemas de la erosión/Poems of Erosion." *Please find attached a biography of Mr. Mariano Zaro and reviews of his book.* The speaker also plans to integrate, in addition to his lecture, students' creative reading and response activities as part of his presentation.

The Spanish program asserts that this presentation would meet the Spanish program's student learning outcomes, which are:

- *Demonstrate a reasonable understanding of the ways of thinking (ideas, beliefs, attitudes, values, philosophies) of the Spanish-speaking world.*
- *Demonstrate a reasonable understanding of the behavioral practices (patterns of social interactions), and the cultural products (for example, art, history, literature) of the Spanish-speaking world.*
- *To foster students' Spanish language acquisition in all four language skills (speaking, listening, reading, and writing).*

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.

Two Spanish courses, Spanish 302 (Advanced Spanish, Part II), and Spanish /English 311 (Bilingual Literary Studies), will integrate this activity into their curriculum. All other Spanish courses will be encouraged to participate. In addition, all other Spanish courses will have the opportunity to earn extra- credit by attending and writing a brief summary of this activity.

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 will be distributed an assessment questionnaire regarding the usefulness of the activity and how they have been benefited from it. Students will have to demonstrate an accurate understanding of the literary themes and poetry techniques manifested in the book in their personal review. These can be used as assessment instruments to determine the attainment of the educational goals.

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

- A. Presenter Fees..... \$300
- B. Set up/advertisement\$150
- C. **TOTAL****\$450**

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

The Spanish Program will provide funding for refreshments.

7. **Acknowledgment.** Project Sponsor and Program Chair acknowledge that they have reviewed and accepted the Conditions and Considerations detailed on page 2.

Signatures and Dates


Project Sponsor _____ Date 10/9/09

Judy L Ballman
Program Chair/Director _____ Date 10/12/09

A. h. Rodriguez
Dean _____ Date 10/21/09

Application
Instructionally Related Activities Funds Request
2009-2010 Academic Year

ACTIVITY BUDGET FOR 2009-2010

1. Operating Expense Budget

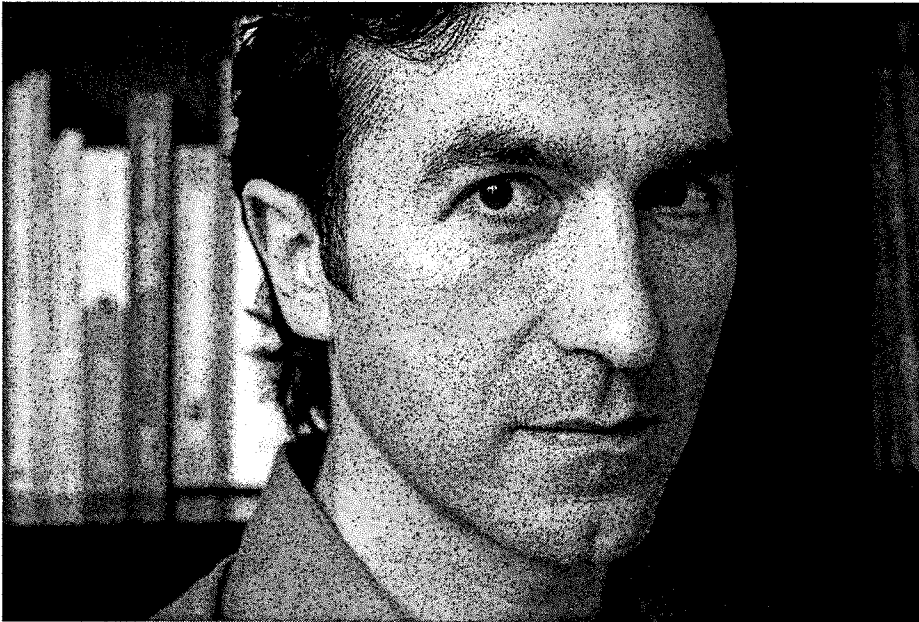
A. Supplies	_____
B. Vendor Printing	_____
C. In-State Travel	_____
D. Out-of-State Travel	_____
E. Equipment Rental	_____
F. Equipment Purchase	_____
G. Contracts/Independent Contractors	_____
H. Honorarium	\$300
I. OPC Chargeback	_____
J. Copier Chargeback	_____
K. Other (Set up/advertisement)	\$150
 TOTAL Expenses	 \$450

2. Revenue

A. Course Fees	_____
B. Ticket Sales	_____
C. Out of Pocket Student Fees (exclusive of course fees)	_____
D. Additional Sources of funding (Please specify And indicate source)	_____
E. Requested Allocation from IRA	_____
 Total Revenue	 _____

BIOGRAPHICAL NOTES

Mariano Zaro is the author of three poetry books: *Where From/Desde Donde* (Bay Books, Santa Monica), *Poems of Erosion/Poemas de la erosión* and *The House of Mae Rim/La casa de Mae Rim* (both with Carayan Press, San Francisco). His poems have been included in the anthologies *Al Aire Nuevo* (San Luis Potosí, Mexico), *New Baroque* (Los Angeles), *LA Melange* (Los Angeles) and *Luces y Sombras* (Tafalla, Spain). As a fiction writer, his short stories have appeared in several literary journals in Spain and the United States: *Menos 15*, *El signo del gorrión*, *Caracola*, *The Louisville Review*, *Poeticdiversity*, *The Baltimore Review*, *Pinyon* and *The Portland Review*. In 2004 he received the *Roanoke Review* Short Fiction Prize. He earned a Ph.D. in Linguistics from the University of Granada (Spain) and a Master's in Literature from the University of Zaragoza (Spain). He conducts poetry workshops and he currently teaches Spanish and Spanish Literature at Whittier College, Rio Hondo College and Pasadena City College.



REVIEWS**Mariano Zaro*****Poems of Erosion/Poemas de la erosión*****Carayan Press, 2004**Harry Eugene Baldwin for *Frontiers* June 4, 2004

“Geologically speaking, the word “erosion” usually signifies the natural wearing away of seemingly indomitable masses over time. Operating in a more human level, however, Spanish poet Mariano Zaro (who now lives in Los Angeles) charts the small, almost imperceptible diminutions in ourselves and those we love. He tries to capture those insightful moments of perception before they fade. His poems –from the very first brief one- “All I write/vanishes/before/it is written”- seem to have been whittled down to a stark, minimal essence, burying large themes within the simplest language, in which lines, often of one word, or list of things, moments, emotions, record the loss of well, just about everything we value. Some poems are addressed directly and ruefully to another person, a recipient surely of love and lust and the sharing of unwanted but inevitable loss: “Return / leave me your smell / deep / tattoo / of summer flames.” Since the poems are printed in both English and Spanish on facing pages, they echo each other in interesting ways, even if you don’t know Spanish, it adds a great deal to the pleasure of Zaro’s work to read both aloud- the Spanish versions by the nature of the language have a sway to them that forms a rhythmic tension with the terseness of the English. The last poem, “Epilogue/Epilogo”, layers the two languages together in a bilingual mosaic, creating a crosscultural letter to the world.”

“The experience of reading poet Mariano Zaro’s second published collection of work, *Poems of Erosion*, is one of pure intimacy, of being grabbed and enfolded in the gay Spaniard’s arms as he whispers feverishly and reveals his private loves, desires, and jealousies: “I hear your voice / distant / alien. / Your voice with others. / I made no noise. / I was so close. / Only the marble knew.” As the title of his collection suggests, the poet’s veneer gradually erodes to reveal a blatantly honest and beautiful study of what it is to be a gay man –passionate yet imperfect– as he lives his life. This is the key to what makes this collection so powerful: Zaro’s life may be the artistic foundation on which the collection of poems is based, yet he simultaneously holds up a mirror to the reader. He seems to command, through words used as daggers and caresses, the same process of erosion to reveal our own vulnerable but altogether human true selves.”

WORDS by FRANKIE DRAYUS about The House of Mae Rim/La casa de Mae Rim
PHARMAKA, Los Angeles

I've only recently been introduced to Mariano Zaro's work, and to Mariano himself tonight.
Here's what I can tell you:

He writes in both English and Spanish, but even with more than one tongue doing his bidding, he is not the sort to say too much. Rather, there is in his work sometimes a lush...spareness, a sensuous...pulling back, from excess.

He notices what vanishes, as well as what stays.

Instructional Related Activities
Report Form

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SPONSOR	DEPARTMENT
Sandra Kornuc	Spanish

ACTIVITY TITLE	DATE (S) OF ACTIVITY
Guest talk: <i>Poems of Erosion/Poemas de la erosión</i>	April 6 th , 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.

MARIANO ZARO, A SPANISH POET AND EDUCATOR, READ FROM HIS BILINGUAL POETRY COLLECTION, **POEMS OF EROSION/POEMAS DE LA EROSIÓN**. MR. ZARO DISCUSSED HIS BOOK AND SOME OF HIS PERSONAL EXPERIENCES. HE ALSO CONDUCTED A CREATIVE WRITING ACTIVITY IN WHICH HE ENCOURAGED STUDENTS TO EXPLORE MEANINGFUL MEMORIES FROM THEIR PAST

UPPER DIVISION SPANISH LANGUAGE COURSES WERE OFFERED EXTRA CREDIT FOR ATTENDING THIS EVENT. SPANISH 311 STUDENTS, WHO READ **POEMS OF EROSION/POEMAS DE LA EROSIÓN** IN CLASS, HAD THE OPPORTUNITY TO ASK SPECIFIC QUESTIONS ABOUT THE AUTHOR'S LITERARY STYLE AND TECHNIQUES USED IN HIS WORK.

OVERALL, IT WAS A VERY POSITIVE ACTIVITY SINCE IT GAVE CSUCI SPANISH STUDENTS THE OPPORTUNITY TO MEET A HISPANIC AUTHOR THAT THEY HAD READ AND STUDIED IN CLASS.

APPROXIMATELY 25 PEOPLE, STUDENTS AND FACULTY, ATTENDED THIS EVENT. I AM ATTACHING STUDENT EVALUATIONS OF THIS EVENT AND ATTENDANCE LIST.

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

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

DATE: April 6th, 2010

TIME: 3- 4:30 p.m. BT 2515



POEMS OF EROSION POEMAS DE LA EROSIÓN

Mariano Zaro

Mariano Zaro, a Spanish poet and educator who currently lives in Southern California, will read from his bilingual poetry collection Poems of Erosion/ Poemas de la erosión. Mariano will explore issues of identity and belonging in his work as he shares some of his personal experiences.

The discussion will be conducted in Spanish.

poems of erosion
poemas de la erosión
mariano zaro



PUBLIC WELCOME

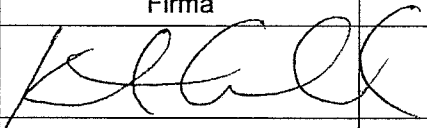
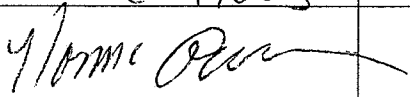
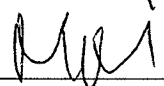
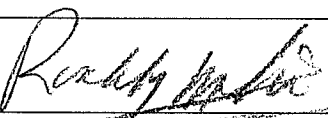
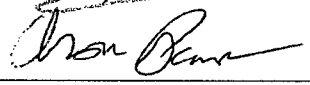
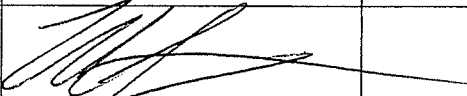
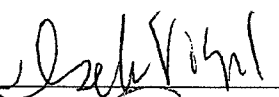
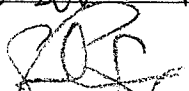
Brought to you by
The Spanish Program CSUCI and IRA
(Instructionally Related Activities)

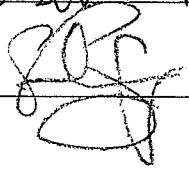
For more information, please contact:
Sandra Kornuc at 437-2697

Semana: 12

Fecha: 4-6-10

Mariano Zaro

Nombre	Firma	
Auerbach, Katherine Ann		
Ballesteros, Diana Paola	Diana Ballesteros	
Flores Flores, Brenda	Brenda Flores	✓
Garcia, Norma		
Lopez de Martinez, Amada	Amada López	✓
Maple, Madison Farrar		
Medina, Laura	Laura Medina	
Mendoza, Ayde Alejandra	Ayde M.	✓
Molina, Rosclely		✓
Pamatz, Aron		
Quiroz, Anahi	Anahi Q.	✓
Ruiz, Jorge Hernandez	Jorge	
Stephen, Michael Charles		
Troncoso, Elpidia Maria	Elpidia Troncoso	
Vigil, Isela		✓
Zuniga, Samuel Melgoza		✓



EVENT EVALUATION FORM

Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)

The audience was able to get involved with the speaker.

Elements to improve (weaknesses)

None

Thank you!

EVENT EVALUATION FORM

Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	<input checked="" type="radio"/> 4	5
Overall Program Rating	1	2	3	<input checked="" type="radio"/> 4	5

Positive elements of the event (strengths)

His visit and explanation was well done.
I was able to understand more of his work.

Elements to improve (weaknesses)

Thank you!

EVENT EVALUATION FORM

Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)

He described everything that we wanted to know.

Elements to improve (weaknesses)

Spend more time in class. :)

Thank you!

EVENT EVALUATION FORM

Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)

Muy buen evento, el libro es de lectura de muy buena calidad. La actividad tuvo muy buena.

Elements to improve (weaknesses)

No sé ninguna, porque creo que Zaro tomó control de la clase de muy buena manera.

Thank you!

EVENT EVALUATION FORM
Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)

The presence and personal experience to witness and question the author in question.

Elements to improve (weaknesses)

Nothing, everything was good.

Thank you!

EVENT EVALUATION FORM

Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)

I really enjoyed when he read his own poems, and how he explained his theory of "the gap"

Elements to improve (weaknesses)

Didn't care too much for us making our own poems on the spot. I need more than just a few minutes to do an activity such as this.

Thank you!

EVENT EVALUATION FORM

Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)

We learn more about the author and how I'm more familiar with the book.

Elements to improve (weaknesses)

None

Thank you!

EVENT EVALUATION FORM

Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)

Positive elements are that he was open to questions.

Elements to improve (weaknesses)

Thank you!

EVENT EVALUATION FORM

Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)

Personal insight from the author himself
provided a great context for works

Elements to improve (weaknesses)

Less time spent reading the poems aloud

Thank you!

EVENT EVALUATION FORM

Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)

Maria Zaro nos dio una buena presentaci3n. Nos explic3 muy bien la tematica del GAP.

Elements to improve (weaknesses)

No tiene ningun weakness solo su ingles.

Thank you!

EVENT EVALUATION FORM
Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)

*The speaker was open to the audiences thoughts
and questions about his work. I enjoyed his activity
at the end. Very engaging presentation.*

Elements to improve (weaknesses)

Thank you!

EVENT EVALUATION FORM
Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)

He gave us a very positive attitude and also encouraged us to participate. He was optimistic and he was open to questions.

Elements to improve (weaknesses)

Thank you!

EVENT EVALUATION FORM
Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)
Hearing about the poetry directly from the author. He showed us how we can be writers too. He put himself in a level we can reach.

Elements to improve (weaknesses)
None.

Thank you!

EVENT EVALUATION FORM
Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

Positive elements of the event (strengths)
Participacion de los alumnos

Elements to improve (weaknesses)
It should be longer

Thank you!

EVENT EVALUATION FORM

Mariano Zaro 4/06/10 BEL 2515

Event Analysis: (1=poor through 5=excellent):

Speaker	1	2	3	4	5
Overall Program Rating	1	2	3	4	5

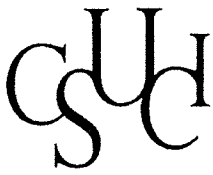
Positive elements of the event (strengths)

Hear the author read his/her own work is always
a plus. I gives the words a tone of voice and when
it comes to poems ~~an~~ an author reading their words gives
the readers a voice, the voice, to go with the writing. Should do it
before a group of people read poetry.

Elements to improve (weaknesses)

None. I'm not ~~the~~ correct person to criticize a professional.

Thank you!



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C.I.T#

TRAVEL EXPENSE CLAIM (TEC)

Must be submitted within 30 days of the end of travel

Employee
 Applicant
 Volunteer
 Non-Employee
 Student (waiver on file)

TRAVELER'S NAME Sheridan Tidball		RESIDENCE ADDRESS 6961 Chimineas Ave			CITY/STATE/ZIP CODE Reseda, CA 91335			
HEADQUARTERS ADDRESS One University Drive		HEADQUARTERS CITY/STATE/ZIP Camarillo, CA 93012		TRAVELER'S PHONE NO. 818-425-4635		DEPARTMENT 735	POSITION student	DATE PREPARED 4/8/10
DEPARTURE DATE 3/31/10	DEPARTURE TIME (AM/PM) 12:00 AM	RETURN DATE 4/2/10	RETURN TIME (AM/PM) 10am	FORM PREPARED BY: Mary Devins		EXTENSION 3253		DELIVERY OPTIONS SELECT ONE: Mail Check <input checked="" type="checkbox"/> Pickup Check <input type="checkbox"/>

SAME-DAY TRAVEL

DATE	DESTINATION	LODGING	MEALS (Taxable*)			INCIDENTALS	REGISTRATION	COST OF TRANS.	TYPE USED	TRANSPORTATION		BUSINESS EXPENSE	TOTAL EXPENSES FOR DAY
			Breakfast	Lunch	Dinner					CARFARE TOLLS PARKING	PRIVATE CAR USE MILES		
		NA		NA		NA					0.00		\$0.00

OVERNIGHT TRAVEL

DATE	DESTINATION	LODGING	MEALS			INCIDENTALS	REGISTRATION	COST OF TRANS.	TYPE USED	TRANSPORTATION		BUSINESS EXPENSE	TOTAL EXPENSES FOR DAY	
			Breakfast	Lunch	Dinner					CARFARE TOLLS PARKING	PRIVATE CAR USE MILES			CAR USE AMOUNT
3/31/10						N/A		505.51			0.00		\$505.51	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
SUBTOTAL		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$505.51		\$0.00	0	\$0.00	\$0.00	\$505.51
LESS AMOUNT PREVIOUSLY PAID BY CSUCI														
LESS ANY OTHER ADJUSTMENTS														0.00

Comments:

AMOUNT DUE TRAVELER **\$505.51**

Source of Funding: (Please verify chartfields before submitting to AP)

Account	Fund	Dept	Program	Class	Project	Amount
606002	TK910	735	90297			\$505.51
*606803						\$0.00

PURPOSE OF TRIP, REMARKS, AND DETAILS: Attach original receipts to 8.5" X 11" paper and submit with claim

Total Amount \$505.51

Reimbursement is for hotel/flight that were booked as a package through Expedia. Student travel to Continuums of Service Conference funded through IRA. Please see attached IRA Proposal.

NORMAL WORK DAYS & HOURS
PRIVATE VEHICLE LICENSE
MILEAGE RATE CLAIMED 0.500 (if different see instructions)

I HEREBY CERTIFY that the above is a true statement of the travel expenses incurred by me in accordance with the applicable California State University procedures and CSUCI procedures, and that all items shown were for the official business of The California State University. If a privately owned vehicle was used, and if mileage rate exceeds the minimum rate, I certify that the cost of operating the vehicle was equal to or greater than the rate claimed, and that I have met the requirements as prescribed by SAM Sections 0750, 0751, 0753, and 0754 pertaining to vehicle safety and seat belt usage.

CLAIMANT'S PRINTED NAME Sheridan Tidball	CLAIMANT'S SIGNATURE <i>Sheridan Tidball</i>	DATE 4/13/10
MANAGER'S PRINTED NAME Dan Wakelee	MANAGER'S SIGNATURE <i>Dan Wakelee</i>	DATE 4/13/10
DIVISION APPROVAL PRINTED NAME (VP OR DESIGNEE)-if required	DIVISION APPROVAL SIGNATURE <i>Ashley...</i>	DATE 4/14/10

C.I.T.#



TRAVEL EXPENSE CLAIM (TEC)

Must be submitted within 30 days of the end of travel

Employee
 Applicant
 Volunteer
 Non-Employee
 Student (attach on file)

One University Drive		Camarillo, CA 93012	West Chumpeal Ave	Palmdale, CA 93550
3/23/10	2/20/10	4/23/10	None	Mary Devine 3283

SELECT ONE:

Mail Check

Pickup Check

DATE	DESTINATION	LODGING	MEALS (Standard)			INCIDENTALS	REGISTRATION	COST OF TRANS.	TYPE USED	CARFARE TOLLS PARKING	PRIVATE CAR USE		BUSINESS EXPENSE	TOTAL EXPENSES FOR DAY
			Breakfast	Lunch	Dinner						MILES	AMOUNT		
											0.00			\$0.00
3/23/10											0.00			\$0.00
											0.00			\$0.00
											0.00			\$0.00
											0.00			\$0.00
											0.00			\$0.00
											0.00			\$0.00
SUBTOTAL			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$505.51		\$0.00	0	\$0.00	\$0.00	\$505.51
LESS AMOUNT PREVIOUSLY PAID BY CSUCI														0.00
LESS ANY OTHER ADJUSTMENTS														
AMOUNT DUE TRAVELER													\$505.51	

Source of Funding: (Please verify check boxes before submitting to AP)

408002	92510	735	00237		\$505.51
604903					\$0.00
PURPOSE OF TRIP, REMARKS, AND DETAILS. Attach original receipts to 8.5" X 11" paper and submit with claim.					Total Amount
Reimbursements for hotel that were booked in a package through Expedia. Student travel to ... Contributions of Service Conferences funded through IRA. Please see attached IRA Proposal.					\$505.51

I HEREBY CERTIFY that the above is a true statement of the travel expenses incurred by me in accordance with the applicable California State University procedures and CSUCI procedures, and that all items shown were for the official business of The California State University. If a privately owned vehicle was used, and if mileage rate exceeds the minimum rate, I certify that the cost of operating the vehicle was equal to or greater than the rate claimed, and that I have met the requirements as prescribed by SAM Sections 0760, 0751, 0753, and 0764 pertaining to vehicle safety and seat belt usage.

CLAIMANT'S PRINTED NAME Shender Tidball	SIGNATURE <i>Shender Tidball</i>	DATE 4-8-10
MANAGER'S PRINTED NAME Ashish Vaidya	SIGNATURE	DATE
DIVISION APPROVAL PRINTED NAME (or OR DESIGNEE) required	SIGNATURE	DATE

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Portland, OR



Booked items

ThankYou® account number: [Add your ThankYou account number](#)
 You could earn **506** ThankYou Points for this trip.
 If you're not yet a member, [sign up now](#) - it's fast, easy, and free!

Thank You
Rewards Network

Your trip: Los Angeles to Portland (and vicinity) [back to top](#)

Expedia itinerary number: **131579721171** **Main contact:** Sheridan Tidball
 Airline ticket number(s): 0277749601542 E-mail: smplyirresytable@hotmail.com
 Alaska Airlines confirmation code: JVFJKO Home phone: (816) 345-0908
 Hotel confirmation number: 84111444

Traveler and cost summary

Sheridan Tidball	Adult	Fruit Platter	\$440.74
		<u>Add Frequent Flyer number(s)</u>	
		Flight taxes/fees, Taxes & Fees	\$64.77
		Total amount charged	\$505.61

[View payment history.](#)

Flight summary

Please be sure to re-confirm your flight at least 24 hours prior to scheduled departure (72 hours prior for flights to Hawaii and international destinations). You may check your flight status and departure gate online, or contact [the airline](#) directly. Seat assignments and meal preferences must be confirmed with the airline; we cannot guarantee that they will be honored.

Wed 31-Mar-10

Los Angeles (LAX)	to Portland (PDX)	835 mi (1,344 km)	<i>Alaska Airlines</i> Flight: 561
Depart 6:00 am	Arrive 8:27 am	Duration: 2hr 27mn	

Economy/Coach Class ([Seat assignments upon check-in](#) | [More Information](#)), Boeing 737-800, 90% on time

Total distance: 835 mi (1,344 km) Total duration: 2hr 27mn

Fri 2-Apr-10

Portland (PDX)	to Los Angeles (LAX)	835 mi (1,344 km)	<i>Alaska Airlines</i> Flight: 568
Depart 5:30 pm	Arrive 7:50 pm	Duration: 2hr 20mn	

Economy/Coach Class ([Seat assignments upon check-in](#) | [More Information](#)), Boeing 737-400, 90% on time

Total distance: 835 mi (1,344 km) Total duration: 2hr 20mn

Hotel summary

Wed Mar-31-2010 (2 nights)



California State University Channel Islands
Check Request Form

To be used for transactions not requiring a purchase order, service agreement or travel & expense reimbursement

MAKE CHECK PAYABLE TO:

Name: Mariano Zaro _____

Address 1: 2625 6th Street Apt 5 _____

Address 2: _____

City, State Zip: Santa Monica, CA 90405 _____

Amount: \$ 300.00 _____

PeopleSoft Vendor ID: _____

Note: New vendors must complete a Form 204

Check Instructions:

- Mail to payee
- * Pick up at Cashier - Ext 3253
- Mail attachments with check – include copies

Description to appear on reports (30 characters)

Zaro honorarium _____

*Check will only be held for 48 hours after notification before being mailed out.

TYPE OF PAYMENT:

- | | | |
|--|--|--|
| <input type="checkbox"/> Advertising | <input type="checkbox"/> Lodging (Camarillo area) ** | <input type="checkbox"/> Subscription/Periodical |
| <input type="checkbox"/> Art Model | <input type="checkbox"/> Membership/Dues | <input type="checkbox"/> Tax Remittance* |
| <input type="checkbox"/> Bank Fee* | <input type="checkbox"/> Parking | <input type="checkbox"/> Utility/Telephone |
| <input type="checkbox"/> Freight/Postage | <input type="checkbox"/> Payroll | <input checked="" type="checkbox"/> IRA Activity |
| <input checked="" type="checkbox"/> Honorarium/Speaker | <input type="checkbox"/> Permit/License | <input type="checkbox"/> Other— <u>must</u> be explained |
| <input type="checkbox"/> Interpreting/Note taking | <input type="checkbox"/> Registration/Conference | |

*Accounting Use Only

**Hampton Inn/Country Inn/Courtyard Marriott

DESCRIPTION AND/OR EXPLANATION OF PAYMENT:

Honorarium for Mariano Zaro, who will be on campus for Poemas de la erosion, an IRA Sponsored activity. 204 form attached and previously faxed to Procurement. IRA proposal attached.

ACCOUNTING & APPROVAL:

Account	Fund	Dept ID*	Program	Class	Project/Grant**	Amount
613802	TK910	768	90289			\$300.00
Total						\$300.00

*Depts. 2xx,3xx,4xx,6xx,9xx require additional approval as designated by VP Finance & Admin.

Requestor: Mary Devins _____
 Printed Name & Extension

 Signature

2/23/10

 Date

Approver: ~~Dan Wakelee~~ Terry Ballman _____
 Printed Name & Extension

 Signature

2/26/10

 Date

Approver: _____
 (If required) Printed Name & Extension

 Signature

 Date

Camarillo, February 23th, 2010.

Mariano Zaro
Los Angeles, California

Dear Mariano,

We are pleased that you have agreed to come to our campus to discuss one of your poetry books, *Poemas de la erosión/Poems of Erosion*. We would like to offer you an honorarium of \$300 for your talk, which will be held on Tuesday, April 6th, 2010 in Bell Tower 2515 from 3:00 pm to 4:30 pm. Please let me know if you have any questions or need anything further.

Sincerely,

Sandra Kornuc, Ph.D.
Spanish Program
California State University Channel Islands
One University Drive, BT 1524
Camarillo, California 93012
Tel. 805-437-2697

TO THE ATTENTION: MARY DEVINS

3 30

State of California—Department of Health Services

PAYEE DATA RECORD

(Required in lieu of IRS W-9 when doing business with the State of California)

STD 204 (Rev. 2-2000)

Note: Governmental Entities, federal, state, and local (including school districts) are not required to submit this form.

SECTION 1 must be completed by the requesting state agency before forwarding to the payee

1 PLEASE RETURN TO:	DEPARTMENT/OFFICE CSU Channel Islands	PURPOSE: Information contained in this form will be used by state agencies to prepare Information Returns (Form 1099) and for withholding on payments to nonresident vendors. Prompt return of this fully completed form will prevent delays when processing payments. (See Privacy Statement on Page 2)
	STREET ADDRESS One University Drive	
	CITY, STATE, ZIP CODE Camarillo, CA 93012	
	TELEPHONE NUMBER (805) 437-8400	

2	PAYEE'S BUSINESS NAME MARIANO ZARO <hr/> 2625 6th STREET Apt. 5 MAILING ADDRESS (Number and Street or P.O. Box Number) <hr/> SANTA MONICA CA 90405 (CITY, STATE, and ZIP CODE)
---	--

3 PAYEE ENTITY INFORMATION	CHECK ONE BOX ONLY <input type="checkbox"/> LEGAL CORPORATION <input type="checkbox"/> MEDICAL CORPORATION <input type="checkbox"/> EXEMPT CORPORATION (Non-profit) <input type="checkbox"/> ALL OTHER CORPORATIONS FEDERAL EMPLOYER'S IDENTIFICATION NUMBER (FEIN) -	NOTE: State and local governmental entities, including school districts are not required to submit this form. NOTE: Payment will not be processed without an accompanying taxpayer I.D. number.
	<input checked="" type="checkbox"/> INDIVIDUAL SOLE PROPRIETOR SOCIAL SECURITY NUMBER 1612-481-2289	
	OWNER'S FULL NAME MARIANO ZARO	

4 PAYEE RESIDENCY STATUS	CHECK APPROPRIATE BOX(ES) <input checked="" type="checkbox"/> California Resident - Qualified to do business in CA or a permanent place of business in CA. <input type="checkbox"/> Nonresident (See Page 2). Payments for services by nonresidents may be subject to state withholding. <input type="checkbox"/> WAIVER OF STATE WITHHOLDING FROM FRANCHISE TAX BOARD ATTACHED <input type="checkbox"/> SERVICES PERFORMED OUTSIDE OF CALIFORNIA	NOTE: a. An estate is a resident if decedent was a California resident at time of death. b. A trust is a resident if at least one trustee is a California resident. (See Page 2)

5 CERTIFYING SIGNATURE	I hereby certify under penalty of perjury that the information provided on this document is true and correct. If my residency status should change, I will promptly inform you.		
	AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print) MARIANO ZARO	TITLE Individual Proprietor	
	SIGNATURE MZVO	DATE 2/23/2010	TELEPHONE NUMBER 310 9639794