# Instructionally Related Activities Funds Request Spring 2020

## ▾ Submitter

**Submitter Name**

Luis Sanchez

**Submitter Email**

luis.sanchez@csuci.edu

## ▾ 1. Basic Details

**Activity Title**

CSU Student Research Conference Travel

**Activity/Event Date**

Spring 2020

**Date Funding Needed By**

January 2020

**Previously Funded?**

○ No
● Yes

### ▾ Previously Funded Proposal

**Semester/Year**

Spring 2019

**Proposal # (if known)**

**Report submitted for previously Funded Activity?**

● No
○ Yes

**Additional Proposers**

Sean Q Kelly - Chair and Professor of Political Science

**Academic Program/Center/Organization Name**

CSUCI Student Research

**Estimated total Course Fee revenue**

0

**Amount Requested from IRA**

15,000

**Estimated Number of Students Participating**

20 (estimated additional students requesting travel funds)

## 2. Brief Activity Description

Describe the activity and its relationships to the educational objectives of the students' program or major

**Brief Activity Description**

This IRA application is an addition to Student Research's previous proposal for the 2019-2020 Academic Year. When we submitted our proposal in the spring, we had not received the final numbers for Spring Student Research Travel Costs. The total cost for last year's student research travel totaled $73,861 (117 students received funding for conference travel in addition to 100 who participated in either the Southern California Conference on Undergraduate Research, CSU Student Research Competition, and Summer Undergraduate Research Fellows Program travel costs). Our request for the 2019-2020 Academic Year was for $64,900.

There are a few reasons to believe that we will exceed the $64,900 requested. CI Student Research continues to grow and receive support from the President and Provost. As a result, we anticipate more requests for Spring student research travel than ever before. In addition, this year's CSU Student Research Competition will be taking place at CSU East Bay thus requiring a higher travel cost than last year's competition that took place at CSU Fullerton.

The benefits to students of attending conferences are multiple. Students
(a) Gain experience presenting their work.
(b) Network with members of their professional communities.
(c) Learn from peers who are conducting similar research.
(d) Increase awareness of professional opportunities available in their fields.

These experiences increase the competitiveness of our students at the next stage of their careers and give students valuable information for determining what that next step should be.

Please provide a list of administrative support work needed to fulfill the goals of the proposal. Indicate the estimated time of year and amount of time needed for each work item to the best of your ability:

**Administrative Time**

Betty Ortiz will continue to work with students to process travel reimbursements and other travel related items in the Spring 2020 semester.

## 3. Learning Outcomes and Relation of 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.

1. Please list all classes that directly relate to the proposed activity.
2. For each class listed, describe in detail how exactly the IRA activity will be integrated with the class's activities, how often/ on what expected date(s), and to what extent

**Learning Outcomes and Relation of IRA to Course Offerings**

The SRSC received requests totaling nearly $75,000 for CI students to present their research at academic conferences between October 2018 and June 2019. Requests were made on behalf of students majoring in Anthropology, Biology, Chicana/o Studies, Chemistry, Computer Science, English, Liberal Studies, Mathematics (undergraduate and MS), Political Science, Psychology, and Sociology. Thus, although we can provide the IRA Grant Request Evaluation team with programs actively engaged with student research, it would be difficult to provide precise class name/# data.

The University specifies that, "CSUCI graduates will possess an education of sufficient breadth and depth to appreciate and interpret the natural, social and aesthetic worlds and to address the highly complex issues facing societies. Graduates will be able to:

• Identify and describe the modern world and issues facing societies from multiple perspectives including those within and across disciplines, cultures and nations (when appropriate).
• Analyze issues, and develop and convey to others solutions to problems using the methodologies, tools and techniques of an academic discipline.

Student Research is a high-impact teaching practice that is directly related to and supportive of those stated Learning Outcomes. Furthermore, the goals and objectives of Student Research align with those stated in the university's Strategic Initiatives:

1.5 Expand opportunities for undergraduate research and creative activity across the curriculum, and

1.7 Increase co-curricular engagement to strengthen community and support the achievement of academic goals.

## ▾ 4. Activity Assessment

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

### Description of Assessment Process

We have two modes of assessment.  First, students are required to self-assess their conference travel experience. For example, 91% of students are either pleased or extraordinarily pleased with their conference travel experience. In the future we plan to implement more detailed evaluation measures and require students to submit their conference presentations.

Second, money and students.  Our success and assessment of that success is predicated on how much money we spend to send what number of students to conferences and research opportunities.  Each dollar awarded will translate directly to travel for student research, and that is the indication of our success. No funds are used to support anything other than conference-related travel for students.

## ▾ 5. Activity Budget

Please enclose a complete detailed budget of the entire activity. Indicate specific items that you are requesting IRA to fund.

You should use either the Regular Activity budget (for events on campus) or -- if your event involves any travel-- you MUST use the IRA Travel Budget Form.

You can download both of the IRA Excel Budget sheets at http://www.csuci.edu/ira/application.htm.

### Activity Budget

SRAC IRA budget Spring Request for 2020.xlsx

## ▾ 6. International Trips

If your event is an international trip submitted through the Center for International Affairs, you must include copies of:

1. Complete Center for International Affairs/ UNIV 392 proposal
2. The program budget as submitted to the Center for International Affairs (to ensure congruency between the two budgets)
3. as well as a copy of the course syllabus

**Center for International Affairs Budget**

**Copy of Center for International Affairs Proposal**

**Course Syllabus**

**Certification**

☐ I certify that students attending this trip are not previous or repeat attendees of a prior International UNIV 392 Trip

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## ▾ 7. Sources of Activity Support

Please list the other sources of funding (including course fees), and exact expected amounts of additional support for the activity. Please indicate if there are no other sources of funding

**Other Sources of Funding**

We currently have no other sources of funding for Student Research Travel.

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## ▾ 8. Promoting Participation

**What is your intended audience and how do you intend to market this to your students?**

Student Research is in many ways a conversation between a student and a faculty member.  Thus, most Student Research Travel opportunities are the result of this conversation and/or collaboration between students and faculty.  Although some calls for research competitions are open to the full student body, most are funneled through faculty.  Which means that faculty are responsible for marketing both student research opportunities as well as travel associated with this research. Student Research also promote conference travel opportunities through regular email announcements in addition to other programming such as our monthly student research luncheons and annual SAGE Student Research Conference.

**If this is an event that is off campus, how do you plan to bring back the benefit of this event to campus?**

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## ▾ 9. Approval and Acknowledgement

**Program Chair/Director**

Kelly, Sean

**Dean**

Perry, Jennifer

**Program Chairs and Deans may inform proposer of any staffing capacity needs or limitations (optional comments**

**below):**

## Conditions and Considerations

☐ **Artist/Performer/Speaker Fees & Honoraria**: On the Activity Budget, please indicate whether the vendor's price was set by you/CI Representative, or is a fee that was set by the vendor.

☐ **Large Event**: For a large event, consultation with the campus Event Coordinator's office at (805)437-8548 is required.

☑ **Field Trip**: Sponsor must comply with all policies found at: http://www.csuci.edu/rm/programs/academic-field-trip-guidelines-and-forms.htm. If approved, Identified Risks of Participation and Release Agreement must be submitted for each student to the Program Office (Public Folders-HR Forms).

☐ **Involves Human Subject Data Collection for Public Dissemination -Requires IRB Approval** : If Project Sponsor proposes to conduct research with human participants, the proposal may be subject to Institutional Review Board for the Protection of Human Subjects (IRB) review. All research that involves any type of interaction with human subjects - from simple surveys to complex biomedical procedures - must be reviewed and approved by the IRB prior to starting the research. Data for "Public Dissemination" indicates interviews/surveys that result in a journal/poster session/newsletter, etc.

☐ **IT Requirements**: If your activity has IT requirements, coordination with and approval from IT Administration is required.

☐ **International Travel**: Requires International Travel application be submitted to Center for International Affairs. Include copy of CIA budget and course syllabus in your IRA application. Must utilize the University's Foreign Travel Insurance Program (FTIP) and follow all International Travel Guidelines listed at: http://www.csuci.edu/rm/insurance/foreign-travel.htm

☐ **Risk Management Consultation**: Events that involve or engage students directly with a performer or artist (i.e. in a workshop or other than as a passive audience member) will require consultation with Risk Management. Requires proof of correspondence with Risk Management.

☐ **Space/Facilities Services Requirements**: Consultation and coordination with Facilities Services is required.

## Acknowledgement

☑ I acknowledge that I have reviewed and accepted the Conditions and Considerations herein. Please check off boxes as appropriate. Please note that late applications will not be reviewed by the committee.

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### ▾ Chair Review

**Recommendation**

● I recommend approval of the IRA Funds Request described on this page

○ I DO NOT recommend approval of the IRA Funds Request described on this page

**Comments**

Funding is critical to maintain support for student researchers.

✎ Sean Kelly                    Nov 1 2019

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### ▾ Dean Review

**Recommendation**

● I recommend approval of the IRA Funds Request described on this page

○ I DO NOT recommend approval of the IRA Funds Request described on this page

**Comments**

I agree that this funding is critical to maintaining support for student researchers. Providing funding to students to attend conferences is an important and equitable way of supporting their professional development.

Jennifer Perry

Nov 1 2019