

# Instructionally Related Activities Funds Request Spring 2020

## ▼ Submitter

### Submitter Name

William Wagner

### Submitter Email

william.wagner@csuci.edu

## ▼ 1. Basic Details

### Activity Title

CSU Health Policy Conference

### Activity/Event Date

April 20-22, 2020

### Date Funding Needed By

January 10, 2020

### Previously Funded?

- ☐ No  
☒ Yes

## ▼ Previously Funded Proposal

### Semester/Year

Spring 2019

### Proposal # (if known)

### Report submitted for previously Funded Activity?

- ☐ No  
☒ Yes

### Please upload a copy of the report

[ReportCSUHPC.docx](#)

### Additional Report #1

### Additional Report #2

### Additional Report #3

### Additional Proposers

### Academic Program/Center/Organization Name

Health Science Program

**Estimated total Course Fee revenue**

0

**Amount Requested from IRA**

1900

## Estimated Number of Students Participating

8

### ▼ 2. Brief Activity Description

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

#### Brief Activity Description

A faculty member will accompany approximately 8 CSUCI Health Science majors to the annual CSU Health Policy Conference in Sacramento. The conference allows students to view a live legislative session on health policies and to meet directly with legislators and staff in Sacramento. This trip is subsidized by a grant received by CSULA from the California Endowment.

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

The only administrative time required will be to process the payment to CSULA.

### ▼ 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

Learning Outcomes relate most directly to these required courses:

HLTH 101 - Overview of Healthcare industry and its Delivery

HLTH 102 - Community Health Organizations and Their Functions

HLTH 301 - Introduction to Public Health Administration

BIOL 333 - Emerging Public Health Issues

HLTH 307 - Issues and Ethics in the Helping Profession

For each student, the above are required classes and the experience of this high impact practice at this policy conference involving real-world policy making processes will directly inform their experiences and learning outcomes in this class.

Learning Outcomes

Understand the nature of healthcare law and regulation

Articulate the role of health organizations in the healthcare system

Explain the systemic connections of stakeholders in the state of public health

### ▼ 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

Students will be required to write a reflection essay, with specific attention to the relationship between the conference and

Health Science course curriculum (especially those indicated on the prior page) after participating in the conference. The reflection will be evaluated by Health Science faculty.

## ▼ 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**

[ira-regular-budget-form.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

## ▼ 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**

The conference fee has been set very low, considering that travel (airfare & hotel) and some meals are included for students. This fee is low since the California Endowment has awarded a grant to CSULA to subsidize this experience for CSU students majoring in the Health Sciences.

## ▼ 8. Promoting Participation

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

Health Science majors at CSUCI represent the intended audience, juniors and seniors in particular as required by the conference. All Health Science majors will be contacted by e-mail about the opportunity and asked to apply. Health Science faculty (Dr. Wagner and Dr. Clobes) will review and evaluate the applications.

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

Students who attend the conference will write a reflection essay. After writing that essay, each student will be asked to report back to students in one of their classes during the semester to explain the experience they had at the conference and it's relation to the class and the major.

## ▼ 9. Approval and Acknowledgement

### Program Chair/Director

de Lacalle, Sonsoles

### Dean

Wyels, Cynthia (Arts & Sciences)

### 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.

## ▼ 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

 Sonsoles de LaCalle Nov 5 2019

## ▼ 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

 Cynthia Wyels Nov 22 2019