

Activity Title:

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

Application Instructionally Related Activities Funds Request 2008-2009 Academic Year DEADLINE: Fall and Academic Year 3/14/08 Spring 10/15/08

Applications must first be sent to the appropriate program chair. Chairs will the 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.

Project Sponsor/Staff (Name/Phone): Ur. Faul K Murphy 310-804-3581 Activity/Event Date(s): Jazz Performances Wed. Sept. 3rd & Wed. Dec 3rd Date Funding Needed By: August 2008 **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:
□ Equipment Purchase □ Field Trip □ Participant data collection for public
□ IT Requirements dissemination, i.e. interviews/surveys that
□ International Travel result is a journal/poster session/newsletter
□ Space/OPC Requirements □ Risk Management Consultation □ Infrastructure/Remodel □ Late Submission (Passed Deadlines: Fall 3/14 ,
□ Other Spring 10/15)
Previously Funded: aYES XNO Yes, Request # 765-00053
Does your proposal require IRB (Institutional Review Board) approval: 💥 es 🗆 No
Assessment submitted for previously Funded Activity: YYES INO
Academic Program or Center Name and Budget Code: Performing Arts \$ 765-00053
Date of Submission: March 3rd, 2008
Amount Requested: (Should match item 2. E. on page 4)
Estimated Number of Students Participating:
100 - 160

Application Instructionally Related Activities Funds Request 2008-2009 Academic Year

Requirements and Signatures

Please provide the following in your application:

Signatures and Dates

- 1. **Brief Activity Description.** Describe the activity and its relationship to the educational objectives of the students' program or major.
- 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.
- 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.
- 4. **Activity Budget.** Please enclose a complete detailed budget of the entire Activity **bold** specific items of requested IRA funding. (Page 4)
- 5. **Sources of Activity Support.** Please list the other sources of funding, and additional support for the activity.
- 7. **Acknowledgment.** Project Sponsor and Program Chair acknowledge that they have reviewed and accepted the Conditions and Considerations detailed on page 2.

Pal R Muphy
Project Sponsor
Date

3/5/08

Program Chair/Director
Date

Ahraida

Dean

Application Instructionally Related Activities Funds Request 2008-2009 Academic Year

ACTIVITY BUDGET FOR 2008-2009

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 Contrac	tors
H. Honorarium	\$ 1200
I. OPC Chargeback	
J. Copier Chargeback	
K. Other (Please Specify)	
TOTAL Expenses	hunk \$ 1200
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	NA

Application for Instructionally Related Activities Funds Request

- 1. **Brief Activity Description:** This is an event to benefit the students in the MUS 330, Jazz In America course but is open to all other CSUCI students, faculty and staff who would like to attend. For the last four years, at the beginning and end of the semester I have been hiring professional jazz musicians and colleagues of mine to come in to perform for the students at CSUCI. This is an incredible opportunity for many students who normally don't listen to jazz to hear a live jazz performance on their own campus. I encourage the students to ask questions on the creative process of improvisation, communication onstage between the musicians, the background of the musicians or anything else related that they would like to ask.
- 2. Relation to IRA Program to Course Offerings: This is related to the PAMU 330, Jazz In America course but the event is announced via flyers, blackboard and global campus email to all CSUCI students, faculty and staff. I also announce these events to my two sections of PAMU 200, History of Rock and Roll classes, my PAMU 202 Beginning Guitar class and private guitar students at CSUCI. Over the last four years I've had many visiting students, faculty and staff attend these events.
- 3. Activity Assessment: As part of the student's assignments in the Jazz In America class they are required to attend one live jazz performance off campus and write a concert report of their experiences. This provides them a special opportunity to hear live jazz before this assignment and ask questions to the musicians regarding their performance. This is a unique opportunity that cannot be duplicated at an off campus jazz event. One of the consistent comments by students in the SETE evaluations is that these were the most educational, beneficial and fun classes of the semester.
- 4. Activity Budget: The professional jazz musicians that I hire come from the Los Angeles area are known as some of the top musicians in the area. To get this level of musician to commute to campus I am requesting \$1200 for these two events. This means that the six musicians I hire will be compensated \$200 each for their services.
- 5. Sources of Activity Support: There are no other sources of funding. I have the full moral support of Provost Ted Lucas, CSUCI faculty in the Performing Arts and CSUCI students who greatly benefit from this IRA funded event.

Application Instructionally Related Activities Funds Request 2008-2009 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.

Instructional Related Activities Report Form

Sponsor	DEPARTMENT
Dr. Paul R Murphy	Performing Arts
ACTIVITY TITLE	DATE (S) OF ACTIVITY
Jazz Performance	Wed. Feb. 6th

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) A Juzz Performance) Demonstration for my two Jazz in America (PAMU 330) courses open to all Oscal Students, Staff and Faculty.

1) It gave the Students (many of which have never seen a live Jazz performance) as chance to hear a live Jazz group in their classroom and an opportunity to ask any givestions to the Performers. It also prepared them for their Jazz Concert report assignment.

3) It once again reaffirmed how important this IRA

Jazz Event is for the classis and the University. It

gives Students to her live Jazz from Protessional

mosicians and is open to all at CSUCI. In the

SETE's this CA class is almost always said to be

their fuorite class and most beneficial.

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

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

What do you get when you mix Jazz, Funk, Rock, Hip-Hop and a live band with a DJ?????

Come find out Monday, November 24th in Malibu Hall Room 120 for two special performances from 1:30-2:45pm and from 3-4:15pm.

A Rare CSUCI event

A Live Performance/Demonstration

Open to all students, staff & faculty



To be used for transactions other than employee travel or those requiring a purchase order or service agreement.

MAKE	CHECK PAYA	BLE TO:		1 1			•	
	Name: Adr	ian Rosen				endor ID: 2270		
	Address 1:	5326 Tendilla A	ve			dors must complete	a Form 204	
	Address 2:					e: the address at left from Cashier - Ext	<u>.</u>	
	City, State 2	Zip: Woodland F	Iills, CA 91364		Description as it should appear on reports (30 characters)			
	Amount \$	\$200.00			***************************************			
TYPE	OF PAYME	NT (Attach original	receipts and invoice, if a	pplicable)				
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				1) (0				
Appro	ved by: Dar	Wakelee Printed Name		Signature		9/9/08 Date		



Adrian Rosen #2270 5326 Tendilla Avenue Woodland Hills, CA 91364

Dear Adrian,

I would like you to invite you to perform with a jazz quartet for our university community at CSU Channel Islands for an IRA award event. The time of the event is Wednesday, Sept. 10th from 1:30 to 4:15pm and an honorarium for \$200 will be offered to you for your services. There will be students from our Performing Arts department as well as other disciplinary courses. Please let me know if you are available.



To be used for transactions other than employee travel or those requiring a purchase order or service agreement.

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MAKI	E CHECK PAY	ABLE TO:		01	/			
	Name: Jac	k Cook			PeopleSoft V	Vendor ID: 2070		
	Address 1: 4201 Topanga Cyn Blvd #122			Note: New vendors must complete a Form 204				
	Address 2:	W			Check will be: Mailed to the address at left			
	City, State	Zip: Woodland H	Iills, CA 91364	***	•	from Cashier - Ex		
	Amount \$	\$200.00						
TYPE	E OF PAYMI	ENT (Attach original	receipts and invoice, if	applicable)		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
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Appro	ved by: Dan	. Wakelee		Anle	ace	<del></del>		
-F P10		Printed Name		Signature		9/9/08 Date	····	



Jack Cook 4201 Topanga Canyon Blvd. # 122 Woodland Hills, CA 91364

Dear Jack,

I would like you to invite you to perform with a jazz quartet for our university community at CSU Channel Islands for an IRA award event. The time of the event is Wednesday, Sept. 10th from 1:30-4:15pm and an honorarium for \$200 will be offered to you for your services. There will be students from our Performing Arts department as well as other disciplinary courses. Please let me know if you are available.



To be used for transactions other than employee travel or those requiring a purchase order or service agreement. MAKE CHECK PAYABLE TO: Name: Steve Marsh PeopleSoft Vendor ID: 4369 Note: New vendors must complete a Form 204 Address 1: 11569 Iowa Ave Check will be: Address 2: Mailed to the address at left Picked up from Cashier - Ext City, State Zip: Los Angeles, CA 90025 Description as it should appear on reports (30 characters) Amount \$ \$200.00 TYPE OF PAYMENT (Attach original receipts and invoice, if applicable) Accreditation Fee Membership/Dues Postage Advertising Non-Employee Reimb** Refund Freight/Shipping Parking/Bank Fee Registration Fee (w/ Travel Request) Honorarium/Speaker Fee(under 1K) Payroll Advance* Subscription/Periodical Interpreting/Notetaking Svc Permit/License Fee Utilities PO Closed *** Tax Remittance Sodexho (w/ Meal Approval Frm) CSU Overhead Costs Art Models Prizes/Awards (Non-General Fund) Lodging-Hampton/Country/Marriott (Camarillo only) ☐ IRA Activity * To be used by payroll department only. **Please attach a signed Non-Employee reimbursement form to this check request. ***To be used at year end only when PO on invoice has been closed and prior year funds have been reverted. Description and/or explanation of payment. Professional Jazz Ensemble, an IRA sponsored activity. Vendor already in data base. IRA Proposal and flyer attached. ☐ PLEASE SEND ATTACHED FORM WITH CHECK **CHARGE** Account Fund Dept ID Program Class Project/Grant Amount 613802 TK910 760 90194 \$200.00 Total \$200.00 Requested Mary Devins x3253 9/9/08 Printed Name & Extension Date Approved by: Dan Wakelee 9/9/08 Printed Name Date



Steve Marsh 11569 Iowa Ave. Los Angeles, CA 90025

Dear Steve,

I would like you to invite you to perform with a jazz quartet for our university community at CSU Channel Islands for an IRA award event. The time of the event is Wednesday, Sept. 10th from 1:30-4:15pm and an honorarium for \$200 will be offered to you for your services. There will be students from our Performing Arts department as well as other disciplinary courses. Please let me know if you are available.

#### Jazz Quartet Concert

Featuring:
Dr. Paul R. Murphy-Guitar
Steve Marsh-Saxophones
Adrian Rosen-Bass
Jack Cook-Drums

Wednesday Sept. 10th at Malibu Hall Room 120 for two special performances 1:30 to 2:45pm & 3-4:15pm.

#### A Rare CSUCI event

**Live Performance/Demonstration** 

Open to all students, staff & faculty



Division of Academic Affairs November 10th, 2008

Dear Paul Kristan,

I would like you to invite you to perform with a jazz group for our university community at CSU Channel Islands for an IRA award event. The time of the event is Monday, November 24th from 1:30-2:45pm and from 3-4:15pm and an honorarium for \$200 will be offered to you for your services. There will be students from our Performing Arts department as well as other disciplinary courses. Please let me know if you are available.



To be used for transactions other than employee travel or those requiring a purchase order or service agreement. MAKE CHICK PAYABLE TO: Name: Paul Kristan PeopleSoft Vendor ID: 3755 Note: New vendors must complete a Form 204 Address 1: 2535 Beverly Ave #J Check will be: Address 2: Mailed to the address at left Picked up from Cashier - Ext 3253 City, State Zip: Santa Monica, CA 90405 Description as it should appear on reports (30 characters) Amount \$ \$200.00 TYPE OF PAYMENT (Attach original receipts and invoice, if applicable) Accreditation Fee Membership/Dues Postage Advertising Non-Employee Reimb** Refund Freight/Shipping Parking/Bank Fee Registration Fee (w/ Travel Request) Honorarium/Speaker Fee(under 1K) Payroll Advance* Interpreting/Notetaking Svc Subscription/Periodical Permit/License Fee Utilities PO Closed *** Tax Remittance Sodexho (w/ Meal Approval Frm) CSU Overhead Costs ☐ Art Models Lodging-Hampton/Country/Marriott (Camarillo only) Prizes/Awards (Non-General Fund) IRA Activity * To be used by payroll department only. **Please attach a signed Non-Employee reimbursement form to this check request. ***To be used at year end only when PO on invoice has been closed and prior year funds have been reverted. Description and/or explanation of payment. Professional Jazz Ensemble, an IRA sponsored activity. Vendor already in data base. IRA Proposal and flyer attached. ☐ PLEASE SEND ATTACHED FORM WITH CHECK **CHARGE** Account Fund Dept ID Program Class Project/Grant Amount 613802 TK910 760 90194 \$200.00 Total \$200.00 Requested Mary Devins x3253 Printed Name & Extension Approved by: Dan Wakelee Printed Name



To be used for transactions other than employee travel or those requiring a purchase order or service agreement.

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	Address 1:	626 S Cochran	Ave #11			endors must compl	ete a Form 204	
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Appro	ved by: Dan	Wakelee Printed Name		Signature	alle	Date	<del></del>	



Division of Academic Affairs November 10th, 2008

Dear Kenneth Burgomaster,

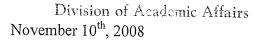
I would like you to invite you to perform with a jazz quartet for our university community at CSU Channel Islands for an IRA award event. The time of the event is Monday, November 24th from 1:30-2:45pm and from 3-4:15pm and an honorarium of \$200 will be offered to you for your services. There will be students from our Performing Arts department as well as other disciplinary courses. Please let me know if you are available.



16

To be used for transactions other than employee travel or those requiring a purchase order or service agreement.

MAKI	E CHECK PAY.	ABLE TO:		4444				
Name: Kenneth Burgomaster			PeopleSoft Vendor ID: 3751					
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Appro	oved by: <u>Dar</u>	n Wakelee Printed Name		Signature	Jello		99 -	





Dear Cody Casiero,

I would like you to invite you to perform with a jazz quartet for our university community at CSU Channel Islands for an IRA award event. The time of the event is Monday, November 24th from 1:30-2:45pm and from 3-4:15pm and an honorarium for \$200 will be offered to you for your services. There will be students from our Performing Arts department as well as other disciplinary courses. Please let me know if you are available.

T CHEODAN CTATE IN INVENCITY

October 15, 2008

Mr. Theodore Bagley 71 Golden Glen Drive Simi Valley, CA 93065 Mores

228

Dear Mr. Bagley:

Please know how pleased we are here at CSUCI that you have agreed to be one of the three speakers on the panel "Globalization: Its Impact on You," to be held on November 19, 2008 from 4:00—5:30 p.m. This a major event during International Education Week, Nov. 17--21 when CSUCI joins universities across the U.S. to celebrate and promote programs and events dealing with global issues, awareness and preparedness.

The purpose of this letter is to formalize the invitation and give you more information about the event. Each of the speakers is asked to speak for 15-20 minutes. We are in the process of setting up a conference call so that the three of you can agree on major talking points. The proposed schedule is as follows:

Nov. 19, 4:00—5:30 p.m.

- •Opening remarks by Ashish Vaidya, Dean of the Faculty
- •Introduction of the speakers by Terry Ballman
- $\bullet$  Dr. George Ritzer, University of Maryland sociology professor and author of \textit{The McDonaldization of Society}
- •Mr. Ted Bagley, Vice President Human Resources—World Wide Manufacturing for Amgen, Inc.
- •Ms. Laura Robin, BMW Group DesignworksUSA Director of Design Research
- •Question and Answer session

We are pleased to offer you an honorarium of \$1,000 in gratitude for your participation. Enclosed is a form with sending instructions that needs to be completed.

The panel will take place on the CSUCI campus, in the Petite Salon. We will be sending you a parking pass close to the day of the event. We look forward to meeting you.

Sincerely,

Terry L. Ballman

Professor of Spanish and Chair of Spanish/Languages terry.ballman@csuci.edu (805) 437-8996

Encl: Payee Data Record 204 Form

Luy L Ballman

CC: Ashist Vaidya, Den y the Faculty in University Delea Committee California 95012-5500 . Tel: (805) 487-8067 . Feb. (803) 407-8064 . www.sarabelle