



0387

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

**Application**  
**Instructionally Related Activities Funds Request**  
**2010-2011 Academic Year**  
**DEADLINE: Fall and Academic Year 3/31/10**  
**Spring TBD**

Applications must first be sent to the appropriate program chair. Chairs will then 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: CSU Student Research Competition**

**Project Sponsor/Staff:** CSUCI Student Research Steering Committee (Chair Kathryn Leonard; Members Tracylee Clarke, Nitika Parmar, Kimmy-Kee Rose, Sean Kelly, Phil Hampton, Kristen La Bonte, Cindy Wyels, Colleen Delaney-Rivera, Tiina Itkonen)

**For this IRA proposal:** contacts are Kathryn Leonard (x3127) and Cindy Wyels (x3260); Support Personnel: Nitzia Castaniero, x8815

**Activity/Event Date(s):** May 6 - 7, 2011

**Date Funding Needed By:** Notice by Jan. 25 (for planning and recruitment purposes); funds available by April 1 (for flight and hotel reservations)

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

- |   |   |
|---|---|
| <input type="checkbox"/> Equipment Purchase     | <input checked="" 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"/> Risk Management Consultation   |
| <input type="checkbox"/> International Travel   | <input type="checkbox"/> Late Submission  |
| <input type="checkbox"/> Space/OPC Requirements |   |
| <input type="checkbox"/> Infrastructure/Remodel |   |
| <input type="checkbox"/> Other _____            |   |

Previously Funded: yes      Request # (N/A)

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

Assessment submitted for previously Funded Activity: yes

Academic Program or Center Name and Budget Code:

Date of Submission: October 18, 2010

Amount Requested: \$3,020

Estimated Number of Students Participating: 18 (for event itself); 40 – 80 (in initial research and nomination stages)

**Application**  
**Instructionally Related Activities Funds Request**  
**2010-2011 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.** Describe the activity and its relationship to the educational objectives of the students' program or major.

The annual CSU Research Competition brings together approximately 200 student researchers from all 23 CSU campuses to share their high quality research with the larger CSU community. Each campus nominates up to 10 student teams to attend. Research is judged on the basis of a written paper and an oral presentation, and awards are announced at the conclusion of the competition. The educational goals of the activity are to develop discipline-specific technical oral and written communication skills, to recognize outstanding student research from all programs at CSUCI, and to demonstrate that CI's student research fits into a larger dynamic research community.

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 related to the program proposed.

Students enrolled in UNIV 498, all Capstone courses, and several discipline-specific research courses such as PSYCH 300 produce original research results. The requested funding would support travel for 10 CI student research teams to share those results with the CSU community at the Student Research Competition.

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.**

In addition to assessment carried out by judges for the Research Competition, the faculty chaperone and students will analyze qualities of successful talks they heard during the competition so that students can learn to improve their own presentations. Attendees will also be given a questionnaire (~~already~~ developed)-to evaluate their overall experience. The questionnaire for students as well as one for faculty, each with responses from 2010, are attached to this application.

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

Funds requested (please see attached budget) are for travel for approximately 18 students and one faculty chaperone to attend the CSU Student Research Competition in 2011. The Competition is hosted by a different CSU campus annually, with the sites alternating between Northern California campuses and Southern California campuses. This year, CSU Fresno will host. To reduce costs, we have elected to rent a van to drive to Fresno rather than purchasing 12 airline tickets

Item	approx. cost	number needed	cost
24-passenger minibus (Roadrunner quote)	\$150	1	\$1,700
hotel	\$120	11	\$1,320

**TOTAL**

**\$3,020**

**Rationale and assumptions**

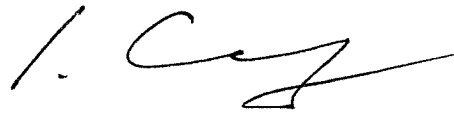
We estimate that the 10 CSUCI teams will account for approximately 18 students, and we add costs for one faculty member to accompany the students. (This faculty member will also take the lead in organizing on-campus rehearsals to help students prepare and making travel arrangements.)

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

Partial support was previously provided by the Office of the Dean; in 2010 all students participating were funded through IRA funding. Student research on this campus has grown to the point that we have begun to institutionalize processes for nominating and selecting the students/ student teams who represent CSUCI at this prestigious event. (See final attachment.)

7. **Acknowledgment.**

All those signing this proposal acknowledge that they have reviewed and accepted the Conditions and Considerations detailed on page 2.



MATHEMATICS CHAIR



Application  
Instructionally Related Activities Funds Request  
2010-2011 Academic Year

ACTIVITY BUDGET FOR 2010-2011

1. Operating Expense Budget

A. Supplies	<u>none</u>
B. Vendor Printing	<u>none</u>
<b>C. In-State Travel</b>	<b><u>\$3020</u></b>
D. Out-of-State Travel	<u>none</u>
E. Equipment Rental	<u>none</u>
F. Equipment Purchase	<u>none</u>
G. Contracts/Independent Contractors	<u>none</u>
H. Honorarium	<u>none</u>
I. OPC Chargeback	<u>none</u>
J. Copier Chargeback	<u>none</u>
K. Other (Please Specify)	<u></u>
 TOTAL	 <u>\$3020</u>

2. Revenue

A. Course Fees	<u>not applicable</u>
B. Ticket Sales	<u>not applicable</u>
C. Out of Pocket Student Fees (exclusive of course fees)	<u>Not recommended: they're representing CSUCI;</u>
<u>Faculty organizer is donating his/ her weekend to this event (no benefit to faculty's teaching or scholarship)</u>	
D. Additional Sources of Funding (Please specify And indicate source)	<u>none</u>
<b>E. Requested Allocation from IRA</b>	<b><u>\$3020</u></b>
 Total Revenue	 <u>\$3020</u>

## **CSU Student Research Competition – Organizing Guidelines**

### **Timeline for AY10-11 and beyond**

1. First announcement: Mon./ Tues. of 11<sup>th</sup> week of classes
2. Second announcement: Mon./ Tues. of 13<sup>th</sup> week of classes
3. Deadline for nominations: noon Wednesday of 14<sup>th</sup> week of classes
4. Initial screening completed; nominators notified: finals week (goal: Wed.)
5. 5-page research summaries due: noon Friday of fourth week of classes
6. Judging of research summaries completed; team and alternates notified: noon Friday of sixth week of classes
7. Deadline for materials to be sent to host institution: typically Friday of eighth week of classes<sup>1</sup>
8. Rehearsals of oral presentations for CI team: Friday prior to competition
9. Competition: Friday and Saturday, typically two weeks before commencement (conflicts with Honors Commencement)
10. Feedback loop: students complete assessment on way home from event/ within two days of completing event (when in So Cal)

### **Eligibility**

Students who are still in school and those who graduated in May, summer, or December of the year prior to the competition are eligible.

### **Initial Nominations**

Faculty nominators are asked to provide the following information.

- Name of nominator
- Title of research project
- 1 – 3 paragraph description of the research project (audience: non-specialists)
- Undergraduate/ Masters student level of students involved
- Class year(s) of the student(s)
- For non-seniors/ non-graduating masters students, is the research ongoing? (Will it extend beyond May?)
- How long has (have) the student(s) been engaged in the research project?
- What is the scope of the research project? (capstone, course project, more-significant-than-capstone, etc.
- What is the level of the student involvement? (Does the student work largely independently? Is he/ she familiar with the larger context, or is he/ she working on a piece of someone else's larger project? Was the project student-initiated?)

When the calls for nominations go out, expectations for faculty and students who are chosen to represent CI are also made public. These include

- Guidelines and deadline for internal 5-page research summary and student-signed letters of commitment to participate
- Expectations regarding timely submission of documents

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<sup>1</sup> This item is externally mandated and may change.

- Expectations regarding presentation rehearsals (faculty judge their and other teams; students rehearse)
- Travel timing and commitments
- Completion of assessment post event

### **Initial Screening**

A subcommittee of the Student Research Steering Committee reviews the nominations. Nominators of projects that are inappropriate (e.g., projects that will not be at a stage conducive to presentation in May or writing in February, projects that are at a significantly lower level) are contacted and provided clarification about the nature of the competition. Other nominators are informed that their nominated projects are in contention, and are reminded of the guidelines and deadline for internal submission of a 5-page research summary. Student-signed letters of commitment to participate if chosen are required by the same deadline for their nominations to go forward.

### **Choosing the CI team**

The Student Research Steering Committee selects up to three panels (and a convener for each) with disciplinary familiarity to review the 5-page research summaries. Panels will use the first six of the competition's categories, assigning each a score within each category. They will also summarize (by panel) feedback and comments for the students and faculty advisors. Conveners will then meet to determine the CI team, taking into account both the panels' assessments of the research summaries as well as the desire to create a team that is broadly representative (in terms of disciplines of projects).

#### **Categories**

1. Clarity of Purpose
2. Appropriateness of Methodology
3. Value of Research or Creative Activity
4. Ability to Articulate the Research or Creative Activity
5. Organization of the Presented Materials
6. Interpretation of Results
7. Ability to Handle Questions

#### **Scoring Guidelines**

- Superlative: 15
- Excellent: 12 - 14
- Very Good: 9 - 11
- Good: 6 - 8
- Fair: 3 - 5
- Poor: 0 - 2

**What else?** Publish all the 5-page research papers via the SRSC website!



2010 CSU Student Research Post-Event  
Feedback (for Faculty) Edit

SurveyMonkey.com

Default Report

+ Add Report

Response Summary

Total Started Survey: 3  
Total Completed Survey: 3 (100%)

PAGE: FACULTY MENTOR FEEDBACK

1. Have you mentored students for participation in the CSU SRC prior to this year?

Create Chart

Download

	Response Percent	Response Count
Yes.	66.7%	2
No, this was the first year I mentored students at the CSU SRC.	33.3%	1
Hide replies If yes, please specify other year(s) you mentored students for CSU SRC.		2

1. Andrew Yaeger (2009), Zoya Kai (many years ago) Sun, May 16, 2010 1:45 PM Find...
2. 2008 Fri, May 7, 2010 3:27 PM Find...

answered question3

skipped question0

2. Did you participate in the rehearsal sessions on campus (at CI) prior to the CSU SRC? If so, did you find these helpful?

Create Chart

Download

	Response Percent	Response Count
I did not participate.	0.0%	0
Very helpful	100.0%	3
Somewhat helpful	0.0%	0
Neutral	0.0%	0
Somewhat not helpful	0.0%	0
Very unhelpful	0.0%	0
answered question		3
skipped question		0



2. Did you participate in the rehearsal sessions on campus (at CI) prior to the CSU SRC? If so, did you find these helpful?

Create ChartDownload

Show replies (Optional) Please provide advice for making the rehearsal sessions a) more helpful to student presenters, and b) more helpful/ efficient for faculty.	1
answered question	3
skipped question	0

3. Would you advise other faculty to mentor students with the goal of their participating in the CSU SRC (if they had the opportunity)?

Create ChartDownload

	Response Percent	Response Count
Yes, absolutely!	100.0%	3
Yes, with reservations	0.0%	0
No	0.0%	0
Hide replies Please explain.		1

1. This is a great opportunity for students!	Sun, May 16, 2010 1:45 PM	Find...
answered question		3
skipped question		0

4. If you would like to provide any feedback for the Student Research Steering Council regarding this year's CSU SRC, please do so below.

Download

Response Count
Hide replies
2

1. It might be helpful to give students a booklet of guidelines for their talks. Many gave too technical of a talk and failed to put the project in context of "why should we care."	Sun, May 16, 2010 1:45 PM	Find...
2. One of the most important things we do here. I wish that the students involved would get more recognition. The Wavelength fiasco was symptomatic of a larger issue.	Fri, May 7, 2010 2:29 PM	Find...
answered question		2
skipped question		1



2010 CSU Student Research Post-Event Feedback

Edit

Default Report

+ Add Report

Response Summary

Total Started Survey: 7  
Total Completed Survey: 7 (100%)

PAGE: STUDENT FEEDBACK

1. Did you participate in the rehearsal sessions on campus (at CI) prior to the CSU SRC? If so, did you find these helpful?

Create Chart

Download

	Response Percent	Response Count
I did not participate. <input type="text"/>	14.3%	1
Very helpful <input type="text"/>	28.6%	2
Somewhat helpful <input type="text"/>	42.9%	3
Neither helpful or unhelpful	0.0%	0
Somewhat unhelpful	0.0%	0
Very unhelpful. <input type="text"/>	14.3%	1
Hide replies Do you have advice for making the rehearsal sessions more helpful to student presenters?		2
1. Have a larger number of audience, maybe in addition to the faculty members, also have few of the students who can critique the presentations.	Sat, May 8, 2010 4:35 PM	Find...
2. If possible, maybe there could be more "judges" asking questions and providing feedback.	Fri, May 7, 2010 3:01 PM	Find...
answered question		7
skipped question		0

2. Did you have the local organizers make travel arrangements to the CSU SRC for you? If so, how was the process? (ease of providing information; comprehension of travel arrangements; understanding of what to do to be reimbursed for the hotel, etc.)

Create Chart

Download

	Response Percent	Response Count
I made my own arrangements. <input type="text"/>	42.9%	3
Very easy <input type="text"/>	14.3%	1
answered question		7
skipped question		0

2. Did you have the local organizers make travel arrangements to the CSU SRC for you? If so, how was the process? (ease of providing information; comprehension of travel arrangements; understanding of what to do to be reimbursed for the hotel, etc.)

Create ChartDownload

Somewhat easy	<div></div>	28.6%	2
Neither easy nor difficult		0.0%	0
Somewhat difficult	<div></div>	14.3%	1
Very difficult		0.0%	0
Hide replies Do you have advice for smoothing out the process of making/ informing students about travel arrangements?			2

1. Everything worked out just fine!!!

Sat, May 8, 2010 4:35 PMFind...
2. Should be attended to before the week before the competition. Travel arrangements seemed to be made laboriously and the lack of ease of travel was apparent.

Sat, May 8, 2010 9:31 AMFind...

answered question7

skipped question0

3. Considering all the activities you undertook PRIOR to the CSU SRC (working on your project and preparing your presentation), please describe things you learned and skills you developed through these activities.

Download

Response Count

Hide replies5

1. I would say that this whole experience was great in terms of introducing students to the professional world where it is highly necessary that the students have to ability to present their work confidently. In addition, preparing for the actual talk gave me a lot of confidence in terms of public speaking. Furthermore, in order to prepare for the talk, I did extra research on the background material of my project which will definitely be beneficial in the future when I continue to work on this project.

Sat, May 8, 2010 4:35 PMFind...
2. Becoming a better presenter

Fri, May 7, 2010 4:52 PMFind...
3. I really enjoyed collaborating with other students who were just as engaged in the project as I was. I also learned a tremendous amount from working with Professor Kelly, who was not only extremely supportive throughout the process, but he made time at least 2 or 3 times a week to contact us about our progress. I don't think this project would have been nearly as beneficial if we didn't have such involved faculty mentors.

Fri, May 7, 2010 3:01 PMFind...
4. Developing better presentation skills. Communicating effectively.

Fri, May 7, 2010 2:27 PMFind...
5. I found that I really like doing research.

Fri, May 7, 2010 2:25 PMFind...

answered question5

skipped question2

4. Please list skills/ things you learned through participation in the actual CSU SRC itself.		Download
		Response Count
Hide replies		3
1. Be confident during presentations, how to handle difficult questions, and learned about what makes a presenter standout. Furthermore, it was very useful to see other student present because it gives an idea of how to work by incorporating some of their strengths and to avoid some common weaknesses.	Sat, May 8, 2010 4:35 PM	Find...
2. listen to other peoples presentations	Fri, May 7, 2010 4:52 PM	Find...
3. This was my first time presenting anything in a competition, so every part of it was a learning experience. I gained a great deal of confidence from my participation in this project, and am no longer scared to death of public speaking.	Fri, May 7, 2010 3:01 PM	Find...
answered question		3
skipped question		4

5. Would you advise other students to participate in the CSU SRC (if they had the opportunity)?		Create Chart	Download
		Response Percent	Response Count
Yes, absolutely!		57.1%	4
Yes, with reservations		42.9%	3
No		0.0%	0
Hide replies Please explain.			3
1. Public speaking is a skill that requires constant practice and CSU SRC offer a great opportunity! Furthermore, it allows you to learn and familiarize yourself with works of your fellow students.	Sat, May 8, 2010 4:35 PM	Find...	
2. Some research groups did not do their own research. Some groups had faculty leaders that already had their data and the groups input the data and just presented it. To this end, some competition did not seem fair.	Sat, May 8, 2010 9:31 AM	Find...	
3. We have great talent on this campus, and we need more students to represent the newest (and best) campus in the CSU system.	Fri, May 7, 2010 3:01 PM	Find...	
answered question		7	
skipped question		0	

6. Please reflect on how the learning you achieved through your research projects is similar to/ different from the learning you achieve in "regular" classes.	Download
skipped question	2

6. Please reflect on how the learning you achieved through your research project is similar to/ different from the learning you achieve in "regular" classes.

Download

		Response Count
	Hide replies	5
1. The research project has definitely given me great understanding about the underlying theories and methodology similar to regular classes. However, working on this project has given me the chance to do hands-on work and gain experience that will definitely be useful in the future greatly contributing toward a successful start of my career.	Sat, May 8, 2010 4:35 PM	Find...
2. similar: use of the math I already new different: learn how to write a scientific presentation	Fri, May 7, 2010 4:52 PM	Find...
3. WORLDS DIFFERENT. It was much more fast paced, much more engaging, and the one-on-one time with our professors was invaluable.	Fri, May 7, 2010 3:01 PM	Find...
4. A research project allows one the ability to implement what they learn in their regular classes.	Fri, May 7, 2010 2:27 PM	Find...
5. This was real world research, not an assignment that the instructor already knew what the outcome would be.	Fri, May 7, 2010 2:25 PM	Find...
	answered question	5
	skipped question	2

7. If you would like to provide feedback for your faculty mentor(s) regarding your project, preparation, and/or participation in the CSU SRC, please do so below.

Download

		Response Count
	Hide replies	4
1. Thank you Dr. Parmar, it was a wonderful opportunity for me as it gave me a chance to improve upon my public speaking skills and allowed me to share my work with others. It was very satisfying to see all the motivation and inspiration we get by participating in such activities. And I must also say that all of the preparation that we did before the CSU SRC was very beneficial and helped me tremendously to give my best.	Sat, May 8, 2010 4:35 PM	Find...
2. everyones was very helpful	Fri, May 7, 2010 4:52 PM	Find...
3. Dr. Frisch and Dr. Kelly were the best professors I have ever had. They made my experience here at CI one that I will never forget. Their enthusiasm and involvement in this project went above and beyond my expectations.	Fri, May 7, 2010 3:01 PM	Find...
4. I think our mentor did a great job.	Fri, May 7, 2010 2:25 PM	Find...
	answered question	4
	skipped question	3

8. If you would like to provide feedback for your local organizers regarding your project preparation, and/or participation in the CSU SRC, please do so below.

Download  
4  
skipped question

Response  
Count

Hide replies 3

- |  |                          |         |
|--|--------------------------|---------|
| 1. The arrangements for traveling as well as our stay in San Jose were great! It was a great experience!   | Sat, May 8, 2010 4:35 PM | Find... |
| 2. I know it was hectic setting this all up, and you all did the best you could. I know there was some confusion with booking the hotels, but assuming the reinbursments go through, everything went smoothly. Good job. | Fri, May 7, 2010 3:01 PM | Find... |
| 3. Keep the program going it is worth it.  | Fri, May 7, 2010 2:25 PM | Find... |

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Piccadilly Inn University

**SUMMARY OF CHARGES**

**March 25, 2011**

CSU Channel Islands  
1 University Drive  
Camarillo, CA 93012  
Attn: Mary Devins

APPROVED FOR PAYMENT  
BY [Signature]  
DATE \_\_\_\_\_  
ACCT \_\_\_\_\_  
CONTRACT/PO 10635  
☐ PARTIAL PAYMENT  
☒ PAYMENT IN FULL \$ 1081.41

Summary of Charges  
Non Smoking Rooms

Arriving: 5/6/11      Departing: 5/7/11

<u>Room Rate</u>	<u>12%tax</u>	<u>1%assessment</u>	<u>Inclusive</u>
\$87.00	\$10.44	\$0.87	\$98.31

(11) room nights x \$98.31 = \$1,081.41

**Grand Total Due: \$1,081.41**

Here are the summary of charges calculating the room and tax for (11) room nights.  
Please review the information and let me know if there are any changes that need to  
be made. Please feel free to contact me with any questions.

Thank you,  
*Frances Castanon*

Frances Castanon  
Director of Sales & Marketing  
4961 N. Cedar Ave.  
Fresno, CA 93726  
(559) 224-4200  
(800) HOTEL US