

Instructionally Related Activities Funds (IRA)
2011-2012 Academic Year

Budget Request & Program Set-Up

Date: 6/27/11
To: Budget Office
From: Mary Devins
Subject: IRA Proposal #417 Jazz Concert /Demonstration

IRA Approved Campus contact: Paul Murphy
Faculty Support Coordinator: Rosario Cuevas

Program Set-Up	
Name of Program (limit to 30 characters)	Jazz Concert/Demonstration

IRA Funding Source				
Account	Fund	Dept	Program	Monetary Amount
660003	TK910	731	90359	\$4000

Fiscal Year for Budgeting and Spending:	2011-2012
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*** Program codes will become inactive at the end of the Budgeted/Spending Fiscal Year ***

Mary Devins 6/27/11
IRA Committee Representative Date

Mary Cole 7/27/11
Budget Department Date

Applications for Approval Signed by University President or Representative Provost/Dean.
Please return copy of completed/signed form to Mary Devins, Academic Affairs.

Budget Office Use					
Program Set-Up:	CFS Chartfield	✓	Notification	✓	Hyperion Set-Up
Budget Set-Up:	Budget Journal Entry		Journal Entry #		Completed Date

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

Application
Instructionally Related Activities Funds Request
2011-2012 Academic Year
DEADLINE: Fall and Academic Year 3/31/11
Spring 2012 deadline is 10/31/11

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: Jazz Concert/ Demonstration/ Q & A Series

Project Sponsor/Staff (Name/Phone): **Dr. Paul Murphy/310-804-3581**

Activity/Event Date(s): **9/13, 12/6, 2/7, 5/8**

Date Funding Needed By: **9/2011**

***Please Note that for Fall Requests the earliest that you will be notified of funding availability will be early June 2011 and for Spring Requests early January 2012.*

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"/> 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 ☐ NO Yes, Request # 765-00053

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

Assessment submitted for previously Funded Activity: ☒ YES ☐ NO

Academic Program or Center Name and Budget Code: **PA-731**

Date of Submission: **3/17/2011**

Amount Requested: **\$ 4000** (Should match item 2. E. on page 4)

Estimated Number of Students Participating: **400-500**

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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-For a large event, consultation with the events coordinator is recommended.

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 - 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.

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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.

This is an event to benefit the students in the PAMU 330, Jazz in America course and open to all other CSUCI students who would like to attend. For the last seven years, I have been hiring professional Los Angeles-based jazz musicians and colleagues of mine to come in to perform for the students at CI. 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, the musician's background or anything else related to the event. This helps prepare the students in the class for their required jazz concert. The event has been growing steadily and we now find it necessary to move the event to Malibu 100 to accommodate more CI students, faculty and staff.

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 relate to the program proposed.

This is related to the PAMU 330, Jazz in America course but the event is announced to all CI students, faculty and staff via flyers, the Performing Arts events calendar and on the homepage of the campus website. Some of the many courses that would benefit from this event include:

PA 101 Introduction to the Performing Art
PA 202 Integrating Dance, Music and Theatre
PA 335 Business and the Performing Arts
PAMU 161 Music Fundamentals
PAMU 231 The Beatles: Music, Fashion and Art
PAMU 261 Music Theory
PAMU 337 Music in History
PAMU 330 Jazz In America
PAMU 385 Audio Design and Recording
PAMU 435 The Music Museum
PAMU 109 & 309 Private Lessons
PAMU 202 Group Guitar Lessons

PAMU 307 University Chorus
PAMU 308 University Orchestra
PAMU 200 History of Rock
PA 499 Performing Arts Capstone

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.**

All students who attend the event will be given an assessment questionnaire regarding the importance of the event and how they have benefitted from it. 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 unique opportunity to hear live jazz before this assignment and ask questions to the musicians regarding their performance. This is an opportunity that cannot be duplicated at an off campus jazz event. In the SETE evaluations many students commented these are the most educational and beneficial class 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

The professional jazz musicians that I hire come from the Los Angeles area and are active members of the Los Angeles jazz music scene. To get the high level of musicians I would like to use I am requesting \$3000 in honorarium for these four IRA events throughout the academic year. This is broken down to \$250 per musician per event, so the honorarium for each event will total \$750. We are expanding to Malibu 100 and this will require an OPC set-up fee of \$150 per event totaling \$600. An overage costs request of \$400 total should cover advertising, parking, transportation and other unexpected costs. The total IRA request is \$4000.

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

There are no other sources of funding. The additional support for this activity includes Provost Dawn Newman, Interim Dean Dennis Muraoka, Chair of the Performing Arts Department Jack Reilly and support from other Performing Arts and CI faculty members, students and staff.

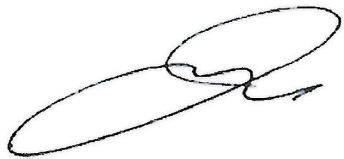
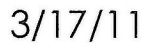
7. **Acknowledgment.** Project Sponsor and Program Chair acknowledge that they have reviewed and accepted the Conditions and Considerations detailed on page 2.

8.


Signatures and Dates

Project Sponsor Date

Program Chair/Director Date



Dean of the Faculty Date

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ACTIVITY BUDGET FOR **2011-2012**

1. Operating Expense Budget

A. Supplies	_____ NA _____
B. Vendor Printing	_____ NA _____
C. In-State Travel	_____ see other _____
D. Out-of-State Travel	_____ NA _____
E. Equipment Rental	_____ NA _____
F. Equipment Purchase	_____ NA _____
G. Contracts/Independent Contractors	_____ NA _____
H. Honorarium	_____ \$3000 _____
I. OPC Chargeback	_____ \$600 _____

J. Copier Chargeback	_____ NA _____
K. Other (Please Specify)	\$400 (unexpected overage costs)
TOTAL Expenses	_____ \$4000 _____

2. Revenue

A. Course Fees	_____ NA _____
B. Ticket Sales	_____ NA _____
C. Out of Pocket Student Fees (exclusive of course fees)	_____ NA _____
D. Additional Sources of funding (Please specify And indicate source)	_____ NA _____

Total Revenue	_____ NA _____
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E. **Total Requested from IRA**
\$4000

Instructional Related Activities
Report Form

SPONSOR	DEPARTMENT
Dr. Paul R. Murphy	Performing Arts

ACTIVITY TITLE	DATE (S) OF ACTIVITY
Jazz Concert/Demonstration/Q & A	2/8/2011

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. JAZZ PERFORMANCE/DEMONSTRATION/Q & A FOR THE PAMU 330 JAZZ IN AMERICA COURSE**
- 2. THE STUDENTS ARE REQUIRED TO VISIT AN OFF-CAMPUS JAZZ EVENT AND WRITE A CRITICAL REVIEW OF THE PERFORMANCE. THIS IRA EVENT ALLOWS THE STUDENTS TO WITNESS A JAZZ PERFORMANCE IN THEIR OWN CLASSROOM BEFORE THEIR REQUIRED CONCERT AND ASK QUESTIONS REGARDING THE PERFORMANCE. THIS IN TURN GIVES THEM MORE TOOLS IN WHICH TO EVALUATE THE OFF-CAMPUS PERFORMANCE.**
- 3. WHAT I HAVE LEARNED IS THAT THE STUDENTS ABSOLUTELY LOVE THIS INFORMAL CONCERTS/DEMONSTRATION/Q & A. WE GET MANY STUDENTS, FACULTY AND STAFF FROM OUTSIDE THE CLASS WHO ALSO ATTEND. THE STUDENTS GET A FIRST HAND GLIMPSE OF THE INTERACTION AND TECHNIQUES EMPLOYED BY PROFESSIONAL JAZZ MUSICIANS. THE STUDENTS IN THE COURSE CONSISTENTLY REMARK IN THEIR SETE EVALUATIONS THAT THESE PERFORMANCES ARE THE BEST AND MOST USEFUL CLASSES OF THE ENTIRE SEMESTER.**