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RELEASE OF LIABILITY, WAIVER OF RIGHT TO SUE, ASSUMPTION OF RISK AND AGREEMENT TO PAY CLAIMS

Activity: Northwest Model United Nations conference
Activity Date(s) and Time(s): 17 November-20 November 2011
Activity Location/Facility: Seattle, WA Crane Plaza Hotel

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Participant Name: Steven Jordan Date: 9/28/11

Signature: 

One University Drive
Camarillo, California 93012
Tel 805-437-8400
Fax 805-437-8424

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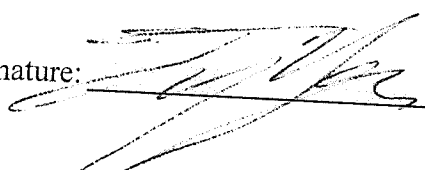
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Date: 9-28-11

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Participant Name: Nicholas Kapetanakis Date: 9/23/11

Signature: Nicholas Kapetanakis

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Participant Name: Kurt Harris Date: 9/23/11

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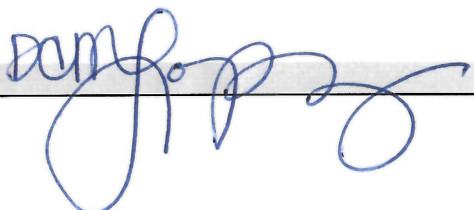
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Participant Name: Dulce Carolina M. Lopez Date: 9.23.2011

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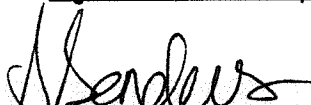
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Participant Name: Sara Sanders Date: 9/23/2011

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Participant Name: Andre Ross Date: 9/23/11

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Signature: Pieter Turley

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Participant Name: David Winston Date: 9/23/11

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Participant Name: Matthew Bateman Date: 09 23 11

Signature: Matthew Bateman

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If I need medical treatment, the University is authorized to obtain medical treatment for me. I will be financially responsible for any costs of such treatment. I agree that I will not hold the University responsible for any claims resulting from any medical treatment. I am aware that the University does not provide health insurance for me and I should carry my own health insurance.

I am 18 years or older. I have read this document, and I am signing it freely. **I understand the legal consequences of signing this document, including (a) releasing the University from all liability, (b) waiver of my right to sue the University, (c) and assumption of all risks of participating in this Activity, including travel to and from the Activity.**

I understand that this document is written to be as broad and inclusive as legally permitted by the State of California. I agree that if any portion is held invalid or unenforceable, I will continue to be bound by the remaining terms.

Participant Name: Stephanie Garcia Date: 9-23-11

Signature: Stephanie Garcia

One University Drive
Camarillo, California 93012
Tel 805-437-8400
Fax 805-437-8424



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 #418 Model UN

IRA Approved Campus contact: Andrea Grove
Faculty Support Coordinator: Tacey Burnham

Program Set-Up	
Name of Program (limit to <u>30 characters</u>)	Model UN

IRA Funding Source				
Account	Fund	Dept	Program	Monetary Amount
660003	TK910	833	90360	\$7180

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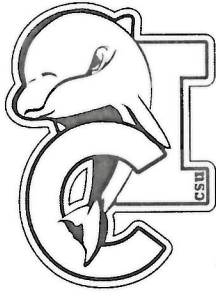
*** Program codes will become inactive at the end of the Budgeted/Spending Fiscal Year ***

Mary Devins 6/27/11
IRA Committee Representative Date

Tacey 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: Model United Nations

Project Sponsor/Staff (Name/Phone): Dr. Andrea Grove, x3124; Tacey Burnham, x2608

Activity/Event Date(s): Northwest Model UN conference, 11-13 Nov or 18-20 Nov (to be determined)

Date Funding Needed By: 15 Sept 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 checked="" type="checkbox"/> Field Trip |
| <input type="checkbox"/> Event | <input type="checkbox"/> Participant data collection for public dissemination, i.e. interviews/surveys that |
| <input type="checkbox"/> IT Requirements | result is a journal/poster session/newsletter |
| <input type="checkbox"/> International Travel | <input type="checkbox"/> Risk Management Consultation |
| <input type="checkbox"/> Space/OPC Requirements | <input type="checkbox"/> Late Submission |
| <input type="checkbox"/> Infrastructure/Remodel | |
| <input type="checkbox"/> Other _____ | |

Previously Funded: xYES ☐NO Yes, Request # _____

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

Assessment submitted for previously Funded Activity: xYES ☐NO

Academic Program or Center Name and Budget Code: Center for Community Engagement (833)

Date of Submission: 28 March 2011

Amount Requested: \$7180
 (Should match item 2. E. on page 4)

Estimated Number of Students Participating: 10

Application
Instructionally Related Activities Funds Request
2011-2012 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-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.

Application
Instructionally Related Activities Funds Request
2011-2012 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.

Model UN events are academic conferences for students that provide students with a unique opportunity to develop an understanding of the complexity of specific issue-areas in global politics. Benefits for students include skill development in policy research, conflict analysis, thinking from different perspectives, negotiation, and public speaking. Students are also able to interact with a diverse range of students from around the region. These are all qualities that benefit any major, as well as more specifically related political science majors, communications majors and global studies minors. However, we encourage interdisciplinarity in the team, and as part of the application and selection process choose a team from a cross section of majors. We have a team as well as a student club (International Relations Club).

This application is for funding to take students to one Model UN event in the fall, in Seattle (Northwest Model UN). The budget below is estimated for ten students, limited due to the expense of flights.

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.

Model UN is related to several courses: POLS 490 which is a special topics course about the Model UN offered during Spring 2010, 2011, and most likely Spring 2012. POLS 329, International Law and Organizations, is offered most academic years. In addition, the subject matter for all Model UN conferences is germane to POLS 103, Introduction to International Relations (offered every semester). Further, it is related to the subject matter in COMM 320, Persuasion & Argumentation, COMM340 Conflict Management and Mediation and COMM 430 Political Communication.

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.**

As noted, the primary educational goals for participation in Model UN are skill development in policy research, conflict analysis, thinking from different perspectives, negotiation, and public speaking. Students are evaluated based on their exhibition of these skills in written papers, oral debates, and negotiation sessions. Students will reflect on their experience after the conference in a brief paper.

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

The main areas for which funding is needed are flights and airport transportation, registration fees, and hotel costs. Students will pay for their own food.

Northwest Model United Nations Conference, Seattle, WA (dates not chosen—will be Nov 11-13 or Nov 18-20)

Arriving evening before conference begins (arrive Nov 10 or 17), departing evening of Nov 13 or 20

Flight estimates: \$325 round trip (Alaska Airlines) x 12 = \$3900

Airport transportation: \$500 (estimate high because exact cost unknown)

Hotel fees: Delegates will need to stay three nights. Room price is approximately \$150.00; estimated need for five rooms to accommodate the male-female mix and advisors. Total: \$2250

Registration fees: \$45 per student (10) and \$30 for 2 advisors; \$50 institution fee. Total: \$530

Overall total: \$7180


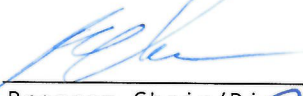
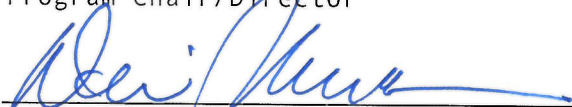
5. **Sources of Activity Support.** Please list the other sources of funding, and additional support for the activity.

None.

6. **Acknowledgment.** Project Sponsor and Program Chair acknowledge

that they have reviewed and accepted the Conditions and Considerations detailed on page 2.

Signatures and Dates

	<u>3/21/11</u>
Project Sponsor	Date
	<u>3-21-11</u>
Program Chair/Director	Date
	
Dean of the Faculty	Date

Application
Instructionally Related Activities Funds Request
2011-2012 Academic Year

ACTIVITY BUDGET FOR 2011-2012

1. Operating Expense Budget

A. Supplies	_____
B. Vendor Printing	_____
C. In-State Travel	_____
D. Out-of-State Travel	<u>\$6650</u>
E. Equipment Rental	_____
F. Equipment Purchase	_____
G. Contracts/Independent Contractors	_____
H. Honorarium	_____
I. OPC Chargeback	_____
J. Copier Chargeback	_____
K. Other (Please Specify)	<u>Registration fees \$530</u>
 TOTAL Expenses	 <u>\$7180</u>

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) _____

Total Revenue _____

E. Total Requested from IRA

_____ \$7180 _____