

429

<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: **UNIV 392 Global Cities: Madrid**

Project Sponsor/Staff (Name/Phone): **Antonio F. Jiménez Jiménez**

Activity/Event Date(s): **January 8-19, 2012**

Date Funding Needed By: **As soon as possible.**

***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 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 checked="" 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 # _____

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: **Spanish**

Date of Submission: **March 14, 2011**

Amount Requested: **\$41100**
(Should match item 2. E. on page 4)

Estimated Number of Students Participating: **15**

See revised budget attached.

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.

This proposal seeks funds for a UNIV 392 course titled "Global Cities: Madrid". This is the study abroad component of a course that I will be teaching under the Global Studies minor, namely GLST 435 Global Cities: Madrid (Spain). This is the first time that this course will be taught at Channel Islands and the original idea of this Global Studies course is to have faculty from different disciplines to teach this course on a recurrent basis with focus on different global cities. This course will meet the study abroad requirement for students minoring in Global Studies. It will also be counted as an upper division elective for Spanish majors and minors.

The course will take place in Madrid, Spain, from January 9 to January 19, 2012. It is designed to reinforce and provide first-hand experience about the ideas and concepts developed in the GLST 435 course. This course focuses on Madrid as an example of a Global City. In this course, students will learn the cultural, historical, economical, environmental, political and social factors that make Madrid a global city, with strong links with Europe, Latin American, and North Africa.

Every day, students will be engaged in activities that include visits to official institutions (such as the Congress or the National Environmental Office), interviews with government officials (such as police inspectors, the Dean of the History Department at the Universidad Complutense de Madrid), visits to museums and historical sites, etc. (for a detailed description of academic activities, see syllabus attached).

Upon return to the US, students will have two weeks to prepare a poster presentation based on a topic of their choice. These posters will be shown during international week and there will be a formal presentation to the campus community as well.

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 UNIV 392 course is designed to be the continuation of the GLST 435 Global Cities course that will be taught in the Fall 2011. This class is an upper division elective for the Global Studies minor. This course is cross-listed with a number of disciplines, including Sociology, History, Political Science, Economy and ESRM. Students from all these disciplines are welcome to enroll in the course. This UNIV 392 course will satisfy the study abroad requirement of the Global Studies minor. In addition, since the course takes place in Madrid (Spain), students majoring or minoring in Spanish will be able to transfer this course as an upper division elective.

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.**

Students will design poster presentations that will be exhibited in the library during international week. Likewise, students will fill out a program evaluation that focuses on the different aspects of the course, namely, the academic rigor of the course, transportation, housing, activities, field trips, faculty leader, safety and security, etc. A summary of this evaluation will be provided to IRA for their consideration.

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

BUDGET
15 students + 1 faculty member

Students traveling expenses	Cost per student	Cost for the group
Course/tuition fees*	\$300	\$4500
Insurance fees*	\$100	\$1500
Meals*	\$700	\$10500
Airfare	\$1500	\$22500
Ground transportation	\$300	\$4500
Housing accommodations (2 or 3 star hotel in double room)	\$700	\$10500
Entrance fees	\$200	\$3000
TOTAL	\$3800	\$57000

* Not covered by IRA funds

Faculty traveling expenses	Cost per instructor
Insurance fees	\$100
Meals	\$700
Airfare	\$1500
Ground transportation	\$300
Housing accommodations (2 or 3 star hotel in single room)	\$1400
Entrance fees	\$200
Printing/Copying	\$200
Other (phone, taxis, tips, etc.)	\$250
TOTAL	\$4650

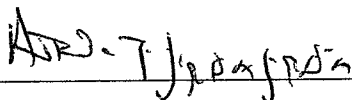
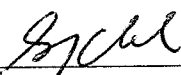
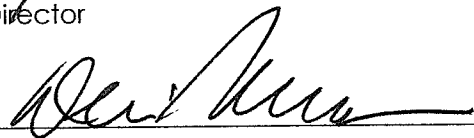
Total cost of the course: \$61650
Requested for IRA funds (2/3 of the cost): \$41100

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

Students will be responsible to pay what IRA does not cover (tuition, meals, and insurance)

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

Signatures and Dates

Antonio F. Jiménez Jiménez		March 14, 2011
Project Sponsor		Date
Stephen Clark		3-28-11
Program Chair/Director		Date
Dennis Muraoka		
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	\$61650 _____
E. Equipment Rental	_____
F. Equipment Purchase	_____
G. Contracts/Independent Contractors	_____
H. Honorarium	_____
I. OPC Chargeback	_____
J. Copier Chargeback	_____
K. Other (Please Specify)	_____
 TOTAL Expenses	 \$61650 _____

2. Revenue

A. Course Fees	\$4500 _____
B. Ticket Sales	_____
C. Out of Pocket Student Fees (exclusive of course fees)	\$16050 _____
D. Additional Sources of funding (Please specify And indicate source)	_____

Total Revenue	\$20550 _____
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E. Total Requested from IRA	\$41100 _____
	(2/3 of the cost of the program)

UNIV 392
Global Cities: Madrid (Spain)
California State University Channel Islands
Winter Break 2012

Contact Information

Professor	Antonio F. Jiménez Jiménez
E-mail	antonio.jimenez@csuci.edu
Office	Bell Tower West, N° 1275
Phone	437-8501
Office Hours	By appointment.

Course Information

Dates of the trip	January 8-19, 2012
Location	Madrid, Spain
Blackboard	http://csuci.blackboard.com
Unidades	1
Number of students	15

Course materials

- A bilingual dictionary. Recommended: Pocket Oxford Spanish Dictionary (ISBN: 0198607067) Aprox. \$11.
- Additional course materials will be provided via the Blackboard portal. Some materials may only be available in Spanish.

Catalog description

UNI 392: International Experience: Global Cities –Madrid.

Provides an opportunity for students to earn credit for travel and study in a country outside the US, where the student is immersed in a foreign culture. This specific course focuses on Madrid as an example of a Global City with important cultural, historical, economical and social links with Europe, Latin American and North Africa. Taught in Spanish and in English.

Prerequisites: Satisfactory completion of GLST 435, 2 semesters of Spanish language instruction (or intermediate level of the language) and consent of instructor.

Participants

A maximum of 15 CSUCI students will take part on this UNIV 392 International Experience Course. Students will have to submit an application package to the instructor including an

unofficial transcript, a letter of intent, and two faculty recommendation letters. The selection of qualified participants will adhere to the following priority guidelines:

- 1) CSUCI Global Studies minors who have already passed the course GLST 435 (Global Cities).
- 2) CSUCI Global Studies minors who want to fulfill their study abroad requirement.
- 3) CSUCI Spanish majors and minors.
- 4) CSUCI students in any discipline
- 5) CSUCI faculty, staff, and outside community members.

Student learning objectives

The following is a partial list of student learning outcomes. Upon completion of the course, the student will be able to:

- a) describe the factors that make a "global city";
- b) explain Madrid's historical circumstances that shaped it into a global city;
- c) identify Madrid's social groups and communities;
- d) identify Madrid's environmental issues and challenges;
- e) describe Spain's political institutions and Madrid's role as a political force, both nationally and internationally;
- f) explain Madrid's economic role in the international market;
- g) describe Madrid's cultural treasures;
- h) conduct original research via both traditional and nontraditional means, including on the ground, field experiences in Madrid;
- i) analyze issues and challenges that will continue to shape Madrid's global policies.

Course content

Most of the content of the course will have been covered in the course GLST 435: Global Cities. This international experience course is designed to provide firsthand experience on the social, historical, cultural, economic, political, and environmental factors that make Madrid a global city.

Prior to departure, there will three orientation sessions that will specify the academic requirements for the course, safety and security issues, logistic arrangements, etc.

During the course, the group will gather in the morning for an hour to discuss the topic of the day and the activities organized related to that issue. These activities include visits to official institutions, interviews with government officials, visits to museums and historical sites, etc. (for a detailed description of academic activities, see calendar below).

Upon return to the US, students will have two weeks to prepare a poster presentation based on a topic of their choice. These posters will be shown during international week and there will be a formal presentation to the campus community.

Summary of grading

1) Journal.....	25%
2) 1 Research Project and Presentation.....	50%
3) Participation	25%

Grading procedures

This course emphasizes the exploration of the global issues of a Spanish modern city: Madrid. The final grade is built by the day to day effort of the student in completing all the activities designed for this course. A description of these activities follows:

1) Journal: You should plan to make a journal entry every day with a minimum length of 250 words per entry (or the equivalent of one typewritten 8 ½ by 11 page). In these entries, you should reflect on what you learn every day, with a special emphasis on the topic of the day. Also, you should think on how these experiences inform your research topic. The last entry should sum up what you've learned about your issue, and about Madrid, that you couldn't have known without spending time there. Write an entry everyday so that you don't forget your experiences. The time will go quickly and will be hard to reconstruct them when you return!

2) 1 Research Project and Presentation: Prior to departure, each student will choose a topic of investigation. During this course, students will have to find information and resources regarding their topics of investigation. This information will be the base of a poster presentation during CSUCI International Week. These posters will be also exhibited in the Library during that week. Students will have two weeks after their return to the U.S. to complete theses posters.

3) Participation: All students must attend all planned excursions and special events. We expect that all students will be good CI representatives. Serious disruptive behavior may result in expulsion from the program and the student will be responsible for the cost of his/her return home. 25% of the final grade is based on attendance, participating in planned tours and cultural events, and overall good and responsible behavior.

Grading scale

94-100	A	74-76.9	C
90-93.9	A-	70-73.9	C-
87-89.9	B+	67-69.9	D+
84-86.9	B	64-66.9	D
80-83.9	B-	60-63.9	D-
77-79.9	C+	59.9 or below	F

Other policies

Academic Dishonesty Policy:

Academic dishonesty includes such things as cheating, inventing false information or citations, plagiarism and helping someone else commit an act of academic dishonesty. It usually involves an attempt by a student to show possession of a level of knowledge or skills that he/she does not possess. Any assignment or exam will receive an automatic grade of "F" if academic dishonesty is involved. A second incidence of academic dishonesty in a course may be cause for a grade of "F" to be awarded as the final course grade. For students taking this class under the Spanish program, the use of internet based translators is considered a type of academic dishonesty and its use is prohibited until otherwise indicated by the professor. Similarly, submitting work that has been revised, edited, or written by another person (e.g., a more proficient speaker of Spanish) is also forbidden until otherwise indicated by the professor.

Students with Disabilities:

Cal State Channel Islands is committed to equal educational opportunities for qualified students with disabilities in compliance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990. The mission of Disability Accommodation Services is to assist students with disabilities to realize their academic and personal potential. Students with physical, learning, or other disabilities are encouraged to contact the Disability Accommodation Services office at (805) 437-8510 (accommodations@csuci.edu) for personal assistance and accommodations.

(Dates and content are subject to change based on course and student needs)

	TOPIC OF THE DAY	ACTIVITIES
January 2012	8 S Meet at LAX	Tour of the city and main cultural sites.
	9 M Arrival in Madrid	
	10 T Safety, security and terrorism in Madrid	Visit to Police Headquarters and interview with police officer
	11 W Gubernamental Madrid	Congress visit and interview with a congress member
	12 Th Immigration and solidarity	Visit to Lavapiés and interview with a ONG representative
	13 F Educational Madrid	Visit to the University and interview with Dean
	14 S From Imperial Madrid to Dictatorship	Site visit to El Escorial and Valle de los Caídos
	15 S From Religious Acceptance to the Inquisition	Site visit to Toledo
	16 M Financial Madrid	Visit to the Stock Market and a Spanish company
	17 T Green Madrid	Visit to The Spanish Environmental Agency
	18 W Cultural Madrid	Visit to Prado y Reina Sofía- Interview with museum official
	19 Th Back to the USA	Reflections
February	1 Submit posters	

UNIV 392
Global Cities: Madrid (Spain)
California State University Channel Islands
Winter Break 2012

Contact Information

Professor	Antonio F. Jiménez Jiménez
E-mail	antonio.jimenez@csuci.edu

Course Information

Dates of the trip	January 8-19, 2012
Location	Madrid, Spain
Units	1
Number of students	15

LOGISTICS

15 students + 1 faculty member

HOUSING

The group will stay in a 2 or 3 star hotel in downtown Madrid. Students will share double rooms. January 9-19 is low season in the capital of Spain, right after the Winter Festivities. Finding a hotel will not represent a problem and prices will be the lowest in the year. Some of possible hotels where the group can stay include:

Best Western Hotel Carlos V
Agumar Hotel
All Seasons Madrid Prado
Hotel Santo Domingo

MEALS

Breakfast will be provided at the hotel, where we will hold our morning discussions. Students will be responsible for their lunches and dinners. Students will be given free time during those times to find the food that they want to eat. Madrid has thousands of restaurants and cafeterias, offering all different varieties of food at affordable prices.

LOCAL TRANSPORTATION

The group will be using public transportation while in Madrid. Public transportation is very well-organized in Madrid. There is a very efficient transportation net that includes buses, subway, short distance trains and long distance trains. Reservations can be easily made on the internet to secure seat availability. Using local transportation will be part of the experience in Madrid.

SAFETY/SECURITY

Madrid is a relatively safe city. While most of Spain has a moderate rate of crime and most of the estimated one million U.S. citizen tourists have trouble-free visits to Spain each year, street crimes against tourists occur in the principal tourist areas. Madrid reports incidents of pick-pocketing, mugging, and occasional violent attacks, some of which require the victim to seek medical attention.

In order to mitigate these unlikely problems, students will be advised to stay together and watch for each other. Also, they will be asked not to carry any valuables with them. They will be recommended to use their phones in case of emergency. Students will have a card with important phone numbers, including the cell phone of the instructor and emergency numbers. All these aspects of safety and security will be discussed at length in all three pre-departure orientations.

HEALTH EMERGENCIES

Students will have medical insurance during the study abroad experience. Madrid has a multitude of doctors and medical facilities readily available in case of a medical problem or emergency. The instructor of this course was the Resident Director of the CSU Study Abroad Program in 2007-08 and is very familiar with the medical facilities available in Madrid.

UNIV 392
Global Cities: Madrid (Spain)
California State University Channel Islands
Winter Break 2012

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E-mail	antonio.jimenez@csuci.edu

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* Not covered by IRA funds

Faculty traveling expenses	Cost per instructor
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TOTAL	\$4650

Total cost of the course:	\$61650
Requested for IRA funds (2/3 of the cost):	\$41100

ACTIVITY BUDGET FOR 2011-2012

IRATravel Form

International/Domestic Travel Courses with Course Fees (UNIV 391, 392, etc.)

Number of Students		15			
Number of Faculty		1			
I	Students traveling expenses:	Cost/ea.	# Requested	Total	Comments/Additional Notes
	Airfare	1500	15	22500	
	Ground Transportation	300	15	4500	
	Hotel Accommodations	700	15	10500	
	Registration Fees (non CI)				
	Entrance Fees	200	15	3000	
	Meals	700	15	10500	
	Cultural Activities				
	Travel Insurance	50	15	750	FTLIP only
	Vehicle/Van Rental				
	Other:			51750	
II	Faculty Traveling Expenses:	Cost/ea	# Requested	Total	Comments/Additional Notes
	Airfare			1500	
	Ground Transportation			300	
	Hotel Accommodations			1400	
	Registration Fees				
	Entrance Fees			200	
	Meals			700	
	Cultural Activities				
	Travel Insurance				
	Other:			250	taxi, tips, etc
	Other:			4350	**
III	Operating Expense Budget	Cost	Comments/Additional Notes: Please be Specific		
	Supplies				
	Printing/Copying		250		
	Other:		**		
	Other:		**		
	Other:		**		
IV	Out of Pocket Student Expenses	Cost/ea	Comments/Additional Notes: Please be Specific		
	Health Insurance	n/a	Not funded by IRA or the University		
	Tuition/Registration	n/a	Not funded by IRA or the University		
	Other:	n/a	Not funded by IRA or the University		
	Other:	n/a	Not funded by IRA or the University		
Total costs of the trip					
	Total Student Traveling Expenses			51750	
A	Maximum IRA funding @ 2/3rd total cost			34672.5	
	Remaining 1/3 is payable by students through course fee			17077.5	
B	Faculty Travelling Expenses, funded at 100%			4350	
C	Operating Expenses, funded at 100%			250	
	Total IRA funding Requested (Total of A, B & C)			39272.5	
	Out of Pocket Student Expenses, not funded by the University			750	Healthlink



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 #429 UNIV 392: Madrid


IRA Approved Campus contact: Antonio Jimenez-Jimenez
Faculty Support Coordinator: Tacey Burnham

Program Set-Up	
Name of Program (limit to <u>30 characters</u>)	UNIV 392: Madrid

IRA Funding Source				
Account	Fund	Dept	Program	Monetary Amount
660003	TK910	827	90363	\$39,022.50

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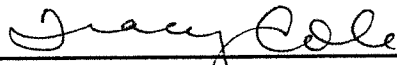
*** Program codes will become inactive at the end of the Budgeted/Spending Fiscal Year ***



IRA Committee Representative

6/27/11

Date



Budget Department

7/27/11

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	