



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

**Application**  
**Instructionally Related Activities Funds Request**  
**2012-2013 Academic Year**

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:**

Project Sponsor/Staff : **Bob Mayberry, Assoc. Prof. of English, 760-576-9336**  
 Activity/Event Date(s): Theatre Production, **Donner Party Cycle, part 2, October 2012**  
 Date Funding Needed By: July 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 checked="" type="checkbox"/> Space/OPC Requirements |   |
| <input type="checkbox"/> Infrastructure/Remodel            |   |
| <input type="checkbox"/> Other _____                       |   |

Previously Funded:  YES  NO      Yes, Request #: See attached report.

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 code #731

Date of Submission: 31 March 2012

Amount Requested: \$4625  
 (Should match item 2. E. on page 4)

Estimated Number of Students Participating: 400

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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.

In spring of 2011, the Performing Arts Program staged the premiere production of the first half of *The Donner Party Cycle*, written by CSUCI faculty member **Bob Mayberry**. For fall of 2012, Bob plans to produce the remaining plays in the cycle, four one-acts that complete the story of the ill-fated Donner Party as they crossed the western desert and mountains en route to California.

The **size of the cast is flexible**. There are 15 acting parts, which can be performed by as few as ten actors who play multiple roles or with one actor for each part. All, or nearly all, of the roles will be filled by student actors. Students will also serve as costume and set designers, technical assistants, a dramaturg, house managers, and prop managers.

**Student participation**, therefore, includes performing on stage before a live audience, designing scenic elements for the show, assisting the director and stage-manager, researching the performance/production history, coordinating stage-costuming and accessories, running the front-of-house, and writing programs and publicity. Students work on the technical preparation, rehearsal, and performance of a stage play that culminates in public presentations for **CSUCI students, faculty, staff, and the general community**.

Unlike the spring production, this proposed fall production will not be part of a Performing Arts course. All participants will be volunteers, with the exception of the Stage Manager and Technical Designer, whose modest salaries are included in the budget. No new equipment will be necessary, nor will there be an expensive set to design. This shoe-string production will use available flats and furniture and costumes. Limited funding for necessary supplies, mostly paint, have been included.

The success of this proposed fall production may encourage the Performing Arts program to establish an annual fall production to complement, on a smaller scale, its Spring Production.

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.

It is anticipated that students from the following courses may choose to be directly involved in this project:

PA 101	Introduction to the Performing Arts
PATH 280	Acting I
PATH 333	Multicultural Drama
PATH 349	World Drama
PATH 380	Acting II
PATH 410	Shakespeare's Plays
PATH/ENGL 463	Writing for the Stage (offered by Bob Mayberry in the fall of 2010)
PA 492	Internship in the Performing Arts
PA 494	Independent Study
PA 499	Performing Arts Capstone
ART 494	Independent Study
ART 499	Art Capstone Project

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 volunteers will be asked to write a brief evaluation of what they learned by participating in this production. As part of various course requirements, students may be asked to write **reflection papers** summarizing their **learning experience** for this project.

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

The **overall expenditure** for this fall production will be significantly less than the last two Spring Productions because (1) the playwright is on the CSUCI faculty, (2) the set demands are minimal, and (3) the goal is to establish an annual bare-bones fall production to complement, but not compete with, the grander Spring Production.

There will be no need to request OPC to set up chairs for this event, as **the seats and the risers are in place**. The scenic elements for this show require no major construction or building of the stage set, and both stage props as well as furniture (chairs, boxes, crates) will draw on the PA program's existing supply of such items.

SUPPLIES (\$700):

The purchase of **stage props** and specific items/objects **integral to the play, most especially paint for the stage**, should be roughly \$500.

Cleaning supplies for costume **maintenance** will be \$50. Costume **accessories** are estimated to cost \$100. **Hair-styling** products purchased for the use of each student performing one of the characters on stage is estimated at \$100.

The purchase of lighting **color gels** should be no more than \$50.

VENDOR PRINTING (\$750):

**Posters and programs** will either be designed by Art capstone students or volunteers. 600 programs will be necessary for 6 nights of production. Two large and 50 small posters will be required to advertise the program, plus 50 postcards. Printing costs are estimated to be \$750.

No Equipment Rental expenses; no Costume Rental expenses.

HONORARIA (\$3000):

**Little in the way of infrastructure or specifically trained technical staff** exists at CSUCI to support the creation of a stage production, so it will continue to be necessary to engage **specialized theatre personnel** to fulfill jobs usually handled by faculty/staff positions which do not exist (yet) at CSUCI. Their expertise is beyond the knowledge and skills of our existing students, and will contribute to the **learning experience of our students**. These experts may include part-time faculty on campus, e.g., the lighting designer, John Price, in Computer Science, and self-employed stage-managers/technical directors currently working in Ventura County. The only jobs we need to fill for this limited production are the lighting designer and the stage manager (who “runs” the show itself). The total cost of their **honoraria** for assisting and enhancing the production, is \$1500 each, for work that will begin early in August and continue until closing night in October.

COPIER CHARGEBACK (\$100):

Scripts will be printed at campus copiers, with an estimated \$100 charge back fee.

OTHER: TICKET FEE (\$1075):

Although the **royalty fee** for the play has been waived by the playwright, there is still the per ticket fee charged by the **ticket agency**, Brown Paper Tickets. There will be **6 performances**. **Ticket prices** will be: *gratis* for CSUCI students, \$5.00 for all other students with ID, \$10.00 for CSUCI faculty and staff, and \$15.00 for members of the general public. In MA 140 there will be seats for approximately 90 spectators for each performance. Out of a possible total of **540 spectators**, nearly 2/3 will be **CSUCI students (free admission)**, so the estimated revenue from ticket sales is \$1000. The **ticket agency** charges a flat fee of \$1.99 for each ticket. So for the processing of a possible total of 540 tickets, the cost will be \$1075.

5. **Sources of Activity Support.** No other sources are available.

7. **Acknow**

Project Sponsor	Bob Mayberry	_____ Date	2 April 2012
Program Chair	Jack Reilly	_____ Date	4-2-12
Academic <del>A</del> ffair	Karen Carey	_____ Date	4/2/12

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**ACTIVITY BUDGET FOR 2012-2013**

**1. Operating Expense Budget**

A. Supplies	\$700 (art supplies, lighting gels, paint, props, costume accessories & maintenance, hair)
B. Vendor Printing	\$750
C. InState Travel	N/A
D. OutofState Travel	N/A
E. Equipment Rental	N/A
F. Equipment Purchase	N/A
G. Independent Contractors	N/A
H. Honorarium	\$3,000 (lighting designer, stage manager)
I. OPC Chargeback	N/A
J. Copier Chargeback	\$100
K. Other (Please Specify)	\$1075 (ticket fee)
<b>Total Expenses</b>	<b>\$5,625</b>

**2. Revenue**

A. Course Fees	N/A
B. Ticket Sales	<b>\$1000</b>
C. Out of Pocket Student Fees (exclusive of course fees)	N/A
D. Additional Sources of funding (Please specify And indicate source)	None

**Total Revenue** **\$1000**

**E. Total Requested from IRA** **\$4,625**

**Instructional Related Activities  
Report Form**

SPONSOR	DEPARTMENT
Dr. Catherine Burriss and Dr. Bob Mayberry	Performing Arts

ACTIVITY TITLE	DATE (S) OF ACTIVITY
Performing Arts Spring Production: <i>The Donner Party Cycle</i>	March 9-13, 2011

(1) **DESCRIPTION OF ACTIVITY** The 2011 Performing Arts Spring Production was the premiere of *The Donner Party Cycle, Part One*, written by CI faculty member Bob Mayberry. The cycle of plays follows the ill-fated Donner Party as they crossed the western desert and mountains en route to California. Only half the company survived, most dying in the Sierras during the winter of 1847-48. The cycle dramatizes key decisions the party made along the California Trail, any of which could have spelled their doom. A cast of eleven CI students from various majors played twelve roles in this ensemble piece. The show ran for five performances with full or nearly full houses, and was attended by over 350 people overall. Bob Mayberry directing the with the help of Dr. Catherine Burriss, who served as artistic director and producer.

(2) **HOW DID THE ACTIVITY RELATE TO A COURSE(S)** This production was not only a 3-unit course (PA/ART 391 Production) taken by the 19 cast members, understudies, and crew members, but students from ART 499 Capstone painted the set, took publicity photographs, and designed the poster, postcards, and programs. Also, the performances were attended for free (thanks to the IRA funding) by a total of 237 CI students. Many of these students were attending to fulfill a requirement for another course.

(3) **WHAT YOU LEARNED FROM THE PROCESS** We were pleasantly surprised to learn that the CI community audiences are enthusiastic consumers of new works. Despite, or perhaps because of, the challenging subject matter and minimalist style of the production, Dr. Burriss saw the production spark some of the most thoughtful discussions in her other classes, which were all required to attend a performance. Overall, this was the smoothest production in the program's history, largely due to the collaboration between Drs. Burriss and Mayberry, the cooperation and skill of the adept support coordinators, Mary Devins and Rosario Cuevas, and a willingness to implement changes based on past years' experience with the spring production. The only things we would do differently in the future would be to require a sign-in for at-the-door sales to facilitate counting at the door, and to perhaps implement an audience survey that asked about parking location, since parking services did not count cars in the rented lots as they had said they would, and we could only speculate how many non-CI permit holders parked on campus for the shows.

Note: assessment forms from students (the few returned SRTs for the course), and lists of attendees (in the form of box office Excel workbooks for each performance), are attached.