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

Application
Instructionally Related Activities Funds Request
2013-2014 Academic Year

DEADLINES: Application Submitted to AVP:
Fall and Academic Year 2013-14: 03/01/13
Spring 2014 deadline: 10/01/13

Submittal Process: Applications must be first be signed by your program chair and then submitted to the appropriate AVP for approval. AVP's will next forward application to the IRA Coordinator for review. If there are questions or concerns, you may be asked for revisions or additional information. The IRA Coordinator will then forward applications to the IRA Committee for consideration.

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.

Duplicate requests- if Sponsor is submitting multiple proposals for recurring events involving speakers, musicians, etc., please combine your requests into one proposal.

Activity Title: ART WALK

Project Sponsor/Staff (Name/Phone): Elnora Kelly Tayag x3140

Activity/Event Date(s): September 23, 2013 (Week 5, Fall 2013)

Date Funding Needed By: July 15, 2013

**Please Note that for Fall Requests the earliest that you will be notified of funding availability will be early June 2013 and for Spring Requests early January 2014.

Previously Funded? ☐ YES ■ NO If Yes, what Semester/Year?
Proposal(s) # _____

*If previously funded, please attach copy of post-event IRA Report

Report submitted for previously Funded Activity?: ☐ YES ☐ NO

Academic Program or Center Name: John Spoor Broome Library

Estimated total Course Fee revenue:

Amount Requested from IRA: 6,350.00   **(Should match "Total Requested from IRA" on Page 5)**

Estimated Number of Students Participating: 200

Conditions and Considerations

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

☐ **Artist/Performer/Speaker Fees & Honoraria**- On the Activity Budget, please indicate whether the vendor's price was set by you / CI representative, or is a fee that was set by the vendor themselves.

■ **Large Event**- For a large event, consultation with the campus Event Coordinator's office at (805)437-8548 is required.

☐ **Equipment Purchase**- If requesting large equipment purchase -over $200, or will be a fixture installed on campus- Project Sponsor must show proof of correspondence with OPC Administration. In addition, all other purchases must follow Procurement Guidelines.

☐ **Field Trip**- Sponsor must comply with all policies found at http://www.csuci.edu/hr/AcademicFieldTripGuidelinesandForms.htm. If approved, Identified Risks of Participation and Release Agreement must be submitted for each student to the Program Office (Public Folders-HR Forms).

☐ **Involves Human Subject Data Collection for Public Dissemination -Requires IRB Approval.** If Project Sponsor proposes to conduct research with human participants, the proposal may be subject to Institutional Review Board for the Protection of Human Subjects (IRB) review. All research that involves any type of interaction with human subjects – from simple surveys to complex biomedical procedures – must be reviewed and approved by the IRB *prior to* starting the research. Data for "Public Dissemination" indicates interviews/surveys that result in a journal/poster session/newsletter, etc.

   ☐ **Exempt from IRB Approval** –If your project is exempt from IRB review, include copies of correspondence with IRB Board. 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.

☐ **IT Requirements**- If your activity has IT requirements, your application requires proof of correspondence and approval from IT Administration.

☐ **International Travel**- Requires International Travel application be submitted to Center for International Affairs. Include copy of CIA budget and course syllabus in your IRA application.

☐ **Risk Management Consultation**-Events that involve or engage students directly with a performer or artist (i.e. in a workshop or other than as a passive audience member) will require consultation with Risk Management. 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.

☐ Other -

Brief Activity Description

The John Spoor Broome Library sponsors Art Walk annually during the Monday of the fifth week of fall semester and welcomes ALL CI students to create Art on the Plaza. The Broome Library is committed to creating opportunities and providing spaces for students to create and display their art, and promote Arts education. For the past several years, our annual Art Walk has been a campus favorite and one of the library's signature student-centered programs. During fall 2012, the library team originally laid down 66 spots at 5' x 5', which students divided further on their own to create more opportunity for others to participate. The art remains on the Plaza all week for the whole campus to enjoy and each art piece is photographed, shared on the library's Facebook, and archived digitally at Broome. At the end of the day Broome Library tallied 173 individual drawings!

The Art Program has enthusiastically supported Broome Library and Art Walk over the years with multiple Art faculty bringing their classes to participate throughout the day. (See next section for specific Art faculty and classes). Additionally, the CI Artists student club, a newly formed student organization, not only participated in the event, but also created art to support and promote their club meetings as well as helped the Marketing & Communications department further document the event. Since last fall, the CI Artists club has developed a relationship with the Library and is committed to helping us for future Art Walks.

As Art Walk continues to grow annually and more students and classes participate, it has become challenging for the Library to sustain. Some of the challenges include much needed supplies for setup and participants, library student assistants to assemble the grid and prep/breakdown supplies, and library personnel to coordinate the planning, setup, and breakdown of the event, and to identify and develop new partnerships. The Library hopes IRA funding will help us to sustain our successful event, but also expand it and eventually offer a spring Art Walk.

Relation to IRA to Course Offerings

In collaboration with the Art Program, Broome Library partnered with the following Art faculty and their classes for Art Walk in fall 2012 and will continue with the same partnerships for fall 2013:

ART 316: Digital Illustration & Painting (A. Figueroa)
ART 325: Digital Media Art: Digital Film making (A. Figueroa)
ART 105: Drawing & Composition (C. Bourely; B. Decker)
ART 380: Two-Dimensional Art: Figure Painting (C. Bourely)
ART 102: Multicultural Children's Art (B. Decker; P. Harper, A. Matsuo)
ART 106: Color & Design (B. Decker; P. Harper)

Partnering art classes integrate Art Walk into their syllabi annually and plan their Art Walk projects accordingly to the scope and themes covered in their classes. The Library hopes to expand and offer a spring time Art Walk to maximize opportunities for students and faculty to create, learn, and practice.

Learning Outcomes

Students learning outcomes associated with the Art courses listed above include the following:
- Demonstrate methods of critical analysis through the analysis, interpretation, and evaluation of works of art.
- Demonstrate informed understanding and appreciation of the role of art in contemporary society as well as throughout history.
- Create and express personal ideas and opinions through artwork in response to diverse range of global events.
- Explore the integration of traditional art techniques and materials with emerging art technologies.
- Develop communication skills needed to articulate their conscious artistic intentions, and express coherent aesthetics.
- Demonstrate familiarity with high-tech tools while working with emerging digital art technologies.

Activity Assessment

The following will be compiled for assessment, evaluation of benefits and impact, and included in a narrative post-event IRA report:
- Feedback from program evaluation surveys
- # of Art courses participating
- # of Art students in courses participating
- # of Art faculty participants
- # of individual art compositions
- # of student walk-ups
- # of CI Artists club participants
- # of CI Artists club volunteers working the event
- # of library personnel and student assistants working the event

Activity Budget. Please see attached budget.

Audience/ Marketing/Promotions.

The intended target audience is CI students. Art Walk will be advertised to students via the following methods and places:
- Broome Library's Website
- Posters and flyers in the Library's Reading Room and throughout CI campus
- CI Artists Club Meetings
- Big screen TVs at Library and Student Union
- CI's social media channels
- Student global emails

IRA Activity Budget

Activity Title: ART WALK

INSTRUCTIONALLY RELATED ACTIVITIES

California State University

CHANNEL ISLANDS

Name of Sponsor: BROOME LIBRARY

Account	Operating Expenses	Amount	Comments/Notes
	A. Artist/ Performer/Speaker		
601801	Special Consultants (existing CI employee)	4800	40 hrs to coord/expand/setup/breakdown
613801	Professional Svcs/ Speaker Fees (Price set by vendor)		
613802	Honoraria (Price set by CI)		
613001	Other consultants/ staff		
	Other: Student Stipend	200	Art student to photograph Art Walk event
	Artist/Performer/Speaker/Consultant TOTALS	5000	
	B.. Supplies & Services- Other		
660831	Copier Chargeback		
660002	Printing (Not Promotional)		
660833	Promotional Items		
660017	Publications		
660890	Registration- Conferences & Meetings		
660009	Workshops with a Training Component		
	Equipment Rental or Purchase		
660090	Event Signage (wayfinding on day of event)		
660835	Event or Parking-related Staffing		
660003	Supplies & Services- Other	600	Chalk, knee pads, gloves, sunscreen, etc.
660003	Supplies & Services- Other: Water	100	Water for students to keep hydrated
	E. Other (please specify): CI ARTISTS CLUB	300	Create promotions for Art Walk & Club
	Supplies & Services- Other TOTALS		
	TOTAL EXPENSES	1000	

	2. Revenue	Amount	Comments/Notes
	A. Course Fees		
	B. Ticket Sales		
	C. Additional Sources of Funding		
	TOTAL REVENUE	0	
	E. TOTAL REQUESTED FROM IRA	6350	

Other Expenses

660832	OPC Chargebacks & Facility Use Fees	350	OPC powerwash for Broome Plaza
	Other		
	Parking (please describe)		
660017	Advertising & Promotions		
	TOTAL OF OTHER EXPENSES	350	

6