



<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: Punk Publishing: Zines and the DIY ethic

Project Sponsor/Staff (Name/Phone): Sean Carswell, Matt Cook

Activity/Event Date(s): Fall, 2013

Date Funding Needed By: August 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: English & Library

Estimated total Course Fee revenue: 0

Amount Requested from IRA: 1,000.00 (Should match "Total Requested from IRA" on Page 5)

Estimated Number of Students Participating: 50

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 -

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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.
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.
 - a. Please list all classes that directly relate to the proposed activity.
 - b. For each class listed in #2a, describe in detail how exactly the IRA activity will be integrated with the class's activities, how often/ on what expected date(s), and to what extent.
3. **Learning Outcomes.** List all expected learning outcomes, as connected specifically with each course listed in #2.
4. **Activity Assessment.** Describe the assessment process and measures that the program will use to determine if it has attained its educational goals. **Please note that a report will be due at the end of the semester.**
5. **Activity Budget.** Please enclose a complete detailed budget of the entire activity. **Bold** specific items that you are requesting IRA to fund (Page 6).
6. **International Trips.** If your event is an international trip submitted through the Center for International Affairs, you must include a copy of the program budget as submitted to CIA (to ensure congruency between the two budgets), as well as a copy of the course syllabus.
7. **Sources of Activity Support.** Please list the other sources of funding (including course fees), and exact expected amounts of additional support for the activity.
8. **Audience/ Marketing/Promotions.** Who is your intended target audience? How will your event be advertised to students?
9. **Sustainability.** If appropriate, indicate how the content or delivery of the project promotes sustainability at CI.
10. **Images.** For previously funded IRA activities, include copies of images from past IRA activity or activities, demonstrating student participation and levels of students served.
11. **Acknowledgment.** Project Sponsor and Program Chair acknowledge that they have reviewed and accepted the Conditions and Considerations herein.

IRA ADDENDUM--Cook/Carswell
Punk Publishing: Zines and the DIY Ethic

1. **Brief Activity Description.** Describe the activity and its relationship to the educational objectives of the students' program or major.

Zines have been and remain in integral part of both the Punk and DIY (Do It Yourself) movements. A mode of expression that eschews traditional methods of distribution, Zines represent a bottom - top example of communication that allows for a varied view of the world. Class, multi-cultural, anti-government, and visionary artists put word, pictures, comics, and myriad forms of expression to paper, which are in turn reproduced (usually on a photocopier) and distributed for a small, literate, engaged, and caring audience.

One contributor to this important form of communication is Sean Carswell, publisher of "Razorcake," inarguably one of the most important publications on Punk music and the Punk ethic. But in addition to Razorcake, Carswell himself is an avid collector of the form and in Spring of 2013, he has agreed to donate many of his collected works to the John Spoor Broome Library for digitization. It is the hope of Carswell and the Broome Library that by digitizing these works, preserving them, and making them available to a wider audience, students will better understand their importance, use them as research materials in English, History, Composition, Chicano/a Studies, Psychology, Sociology and other disciplines, and, perhaps, even be entertained.

With the money that we are requesting, we intend to host a "Launching" of this Web portal. We intend to invite 2-4 speakers that are important in the Zine world to address our attendees and to help us celebrate this important new teaching and research tool.

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.

a. Please list all classes that directly relate to the proposed activity.

b. For each class listed in #2a, describe in detail how exactly the IRA activity will be integrated with the class's activities, how often/ on what expected date(s), and to what extent.

Carswell assigns a zine project in his English 461: Fiction Writing course. This exhibit will also be useful to students studying various forms of resistance in John Guelcher's English 107 course and students seeking alternative publication outlets in Andrea Marzell's English 260 course. The personal narrative aspects of these zines will be helpful for students in Mary Adler's English 478: Writing as a Reflective Practice course. Students in various sociology courses should be attracted to the civic engagement inherent in the process of publishing and distributing zines. The multicultural aspects of these zines should appeal to various students of Chicano/a Studies, as well.

3. **Learning Outcomes.** List all expected learning outcomes, as connected specifically with each course listed in #2.

- Identify and describe works and processes of human creativity in the creative arts, including music, and visual culture
- Describe and critically assess subjective responses and objective reasoning in the interpretation of works of human creativity (SP 06-06rev 6.2)

4. **Activity Assessment.** Describe the assessment process and measures that the program will use to determine if it has attained its educational goals. **Please note that a report will be due at the end of the semester.**

The event will be held in the John Spoor Broome Library. We will invite campus and community guests, asking them to register which will provide information on projected attendance. In addition, we will conduct a head count during the event. We will also create a feed back form on-line asking attendees to comment on the event.

IRA ADDENDUM--Cook/Carswell
Punk Publishing: Zines and the DIY Ethic

Professor Carswell will require that his students attend and complete a reflection following the event that we can employ as an evaluation tool. Last, we will record the event and add that to the Zine archive.

5. **Activity Budget.** Please enclose a complete detailed budget of the entire activity. **Bold** specific items that you are requesting IRA to fund (Page 6).

6. **International Trips.** If your event is an international trip submitted through the Center for International Affairs, you must include a copy of the program budget as submitted to CIA (to ensure congruency between the two budgets), as well as a copy of the course syllabus.

7. **Sources of Activity Support.** Please list the other sources of funding (including course fees), and exact expected amounts of additional support for the activity.

8. **Audience/ Marketing/Promotions.** Who is your intended target audience? How will your event be advertised to students?

Our target audience our CI students, although we will invite the Ventura County community and, in particular, the Zine community. Our speakers will probably be from the Los Angeles area and we are hopeful that some from that area will attend.

9. **Sustainability.** If appropriate, indicate how the content or delivery of the project promotes sustainability at CI.

10. **Images.** For previously funded IRA activities, include copies of images from past IRA activity or activities, demonstrating student participation and levels of students served.

11. **Acknowledgment.** Project Sponsor and Program Chair acknowledge that they have reviewed and accepted the Conditions and Considerations herein.

IRA Activity Budget



Activity Title: Punk Publishing: Zines and the DIY ethic

Name of Sponsor: Sean Carswell and Matt Cook

Account	Operating Expenses	Amount	Comments/Notes
A. Artist/ Performer/Speaker			
601801	Special Consultants (existing CI employee)		
613801	Professional Svcs/ Speaker Fees (Price set by vendor)		
613802	Honoraria (Price set by CI)	500	
613001	Other consultants/ staff		
	Other		
	Artist/Performer/Speaker/Consultant TOTALS	500	
B.. Supplies & Services- Other			
660831	Copier Chargeback		
660002	Printing (Not Promotional)		
660833	Promotional Items	250	
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		
660003	Supplies & Services- Other		
	E. Other (please specify)		
	Supplies & Services- Other TOTALS		
TOTAL EXPENSES		250	

	2. Revenue	Amount	Comments/Notes
	A. Course Fees		
	B. Ticket Sales		
	C. Additional Sources of Funding		
TOTAL REVENUE		0	
E. TOTAL REQUESTED FROM IRA		1000	

Other Expenses

660832	OPC Chargebacks & Facility Use Fees	250	
	Other		
	Parking (please describe)		
660017	Advertising & Promotions		