



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 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: **Perceptions of the National Park Service and CSUCI partnership: The Santa Rosa Research Station**

Project Sponsor/Staff (Name/Phone): **Jaime Matera (805) 636-5022**

Activity/Event Date(s): **4/1/2014**

Date Funding Needed By: **January 2014**

***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 by IRA? YES NO If Yes, what Semester/Year?
 Proposal(s) # _____ (if known)

Report submitted for previously Funded Activity?: YES NO

***Please attach copy of previous IRA Report**

Academic Program or Center Name: Anthropology

Estimated total Course Fee revenue:

Amount Requested from IRA: **\$2,808** (Should match "Total Requested from IRA" on Page 5)

Estimated Number of Students Participating: **25**

Conditions and Considerations Checklist

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 _____ . 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 -

Application
Instructionally Related Activities Funds Request
2013-2014 Academic Year

Instructions and Requirements – Written Portion

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.

Students from Anthropology 375 (Qualitative Research Methods) will participate in a 2-day fieldtrip to Santa Rosa Island. As part of this course, they will collect social data through interviews and surveys administered to island visitors (non-CSUCI affiliated) and park officials, as well as CSUCI students, administrators, and faculty, both at the island and on campus.

This class-based research project will principally focus on examining the current state of student knowledge and their perception about the establishment of the Santa Rosa Research Station and NPS-CSUCI partnership, identifying strengths and weaknesses related to student engagement and interest in the Research Station, and recognizing the student's learning needs that can be met by this new partnership.

Anthropology as discipline relies on proper data collection methods. While learning research methodology in the classroom is certainly essential, there is no substitute for hands-on learning. This activity will fulfill a number of learning objectives of ANTH 375, including generating an appropriate research study design, identifying and employing acceptable qualitative research methods, understanding the ethical considerations regarding human subject research, and conducting "action" research that may lead to policy recommendations.

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.

This fieldtrip is associated with ANTH 375

- 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.

This two-day fieldtrip will take place in April and will be one component of a larger classroom-based research project. Students will be learning appropriate qualitative research methodology in the classroom and engaging in experiential learning through "learning-while-doing". The trip to Santa Rosa Island will allow them to collect data "on-the-ground" by

interviewing park visitors and staff, as well as CSUCI students, faculty and staff who may be on the island.

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

Please refer to the last paragraph on #1 above.

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 30 days after your activity.**

Students are expected to utilize various research techniques learned in the classroom for this assignment. They will be required to submit "raw" notes and surveys from interviews, as well as extended notes that review the data collected. In addition, findings will be disseminated as an end-of-semester presentation and write-up.

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).

Travel to Santa Rosa Island: Transportation will be provided round-trip by Island Packers from Ventura Harbor to Santa Rosa Island at a cost of \$104 per person. It is estimated that 25 students and two faculty members will be participating in the trip.

Lodging at Santa Rosa: Students will be housed in the research station bunkhouse and/or tents. There is currently no fee associated with the use of these facilities.

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.

No additional sources of support have been requested.

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

This activity is associated with ANTH 375, a required course for all anthropology students. In addition, because mastering qualitative research methods is useful in multiple disciplines, this course will attract students from various programs.

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

IRA Travel Activity Budget

Activity Title: Perceptions of the National Park Service and CSUCI partnership: The Santa Rosa Research Station

2013-2014

			Sponsor Name: Jaime Matera		
			Number of Students Participating		25
			Number of Faculty		2
I	Student traveling expenses:	Cost/ea	# Requested	Total	Comments/Additional Notes
	Airfare			\$0.00	
	Ground Transportation	\$104.00	25	\$2,600.00	Boat transportation to Santa Rosa Island: Island Packers
	Lodging			\$0.00	
	Registration Fees			\$0.00	
	Entrance Fees			\$0.00	
	Meals (included)			\$0.00	
	Cultural Activities			\$0.00	
	Vehicle/Van Rental			\$0.00	
	Other:			\$0.00	
	STUDENT TRAVEL TOTALS	\$104.00		\$2,600.00	
II	Faculty Traveling Expenses:	Cost/ea	# Requested	Total	Comments/Additional Notes
	Airfare			\$0.00	
	Ground Transportation	\$104.00	2	\$208.00	Boat transportation to Santa Rosa Island: Island Packers
	Lodging			\$0.00	
	Registration Fees			\$0.00	
	Entrance Fees			\$0.00	
	Meals (included)			\$0.00	
	Cultural Activities			\$0.00	
	Other:			\$0.00	**
	FACULTY TRAVEL TOTALS	\$104.00		\$208.00	
III	Operating Expense Budget	Cost/ea	# Requested	Total	Comments/Additional Notes
	Supplies			\$0.00	
	Other:			\$0.00	
	Other:			\$0.00	
	OPERATING EXP. TOTALS	\$0.00		\$0.00	
IV	Out of Pocket Student Expenses	Cost/ea	# Requested	Total	Comments/Additional Notes
	Health Insurance			\$0.00	
	Tuition/Registration			\$0.00	
	Travel Insurance			\$0.00	
	Out of Pocket Meals			\$0.00	
	Other:			\$0.00	
	STUDENT EXP. TOTALS	\$0.00		\$0.00	
V. Total costs of the trip-					
Total Student Traveling Expenses				\$2,600.00	
Faculty Travel Expenses, if funded at 100%				\$208.00	
Operating Expenses, if funded at 100%				\$0.00	
TOTAL IRA FUNDING REQUESTED				\$2,808.00	
Out of Pocket Student Expenses				\$0.00	Not funded by the University
UNIV 391/392 & International Trips only					
Maximum IRA student funding @ 2/3rd of student total cost				\$1,742.00	
1/3 of total cost payable by students through course fee				\$858.00	
TOTAL IRA FUNDING REQUESTED FOR INT'L TRIPS				\$1,950.00	
Out of Pocket Student Expenses				\$0.00	Not funded by the University