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: Anti-Bullying Project

Project Sponsor/Staff (Name/Phone): Center for Multicultural Engagement/ Julia Balén/Motoko Kitazumi 805-437-2608

Activity/Event Date(s): Spring 2014 Click here to enter a date.

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? Spring 2011, 12, 13
Proposal(s) # ___393_____ (if known)

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

*Please attach copy of previous IRA Report

Academic Program or Center Name: Center for Multicultural Engagement

Estimated total Course Fee revenue: 0

Amount Requested from IRA: $2100.00   **(Should match "Total Requested from IRA" on Page 5)**

Estimated Number of Students Participating: 30

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 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 -

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.

This IRA proposal is being put forward by the Centers for Multicultural and Civic Engagement for an anti-bullying summit in conjunction with our Intro to LGBT Studies class (ENGL/GEND 433). While the idea for this project was initially in response to the many suicides (and locally, a murder) of presumably gay/transgender youth related to bullying, we bully and are bullied around a wide range of issues. This project allows students to explore these issues and how they are related in more depth. Each year the students in the Intro to LGBT Studies class research a topic based on the interests expressed by community leaders. For the first Anti-bullying Summit in 2011, the class presented the most recent studies on bullying from a variety of disciplinary perspectives, thereafter summit participants were asked for their needs in terms of research. In response to community interests the 2012 topic was the cost of doing nothing about bullying; in 2013 the topic was cyber-bullying, and in 2014 we will look at body shame and bullying.

We invite local religious, social service, and educational leaders to campus to participate in a community discussion on how to address bullying, suicides, and violence generally as well as specifically due to social attitudes toward gender/sex differences. (See attached reports from past events.) Following up on the community partners' request from last spring's summit to address body shame and bullying, students will research, analyze, and report on selected aspects that build on research done by students in 2011 & 12. We will again hire professional facilitators. This will be open to selected community leaders interested in making a change and the university community. The hope this year is to again bring in about 40 community participants.

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 <u>directly</u> relate to the proposed activity.

Intro to LGBT Studies class (ENGL/GEND 433)
        &
Co-Curricular Participation:
Spectrum members will also be directly invited to participate

   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 is an integrated piece of the semester-long research project for this class.

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

Truthfully, while these are the formal outcomes for the class, with the introduction of service learning into the course, these outcomes need updating.

    1. Demonstrate, in writing and discussion, an understanding of the texts assigned and the concepts they address.

    2. Demonstrate, in writing and discussion, critical thinking skills.

What students do get out of the experience is a hands-on process of team research as well as the invaluable opportunity to experience exactly how their in-class research matters to their community. They alsoira receive intensive training and hands-on experience making formal presentations of their research to local professionals.

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.**

Every year we have garnered both community participant feedback and assessment of student learning. We ask all participants, including the student researchers to fill out a survey before leaving as well as doing a closing focus group discussion that lets us know what everyone found most important about the event. In addition, students in the class are expected to integrate the experiences through analysis with what they have learned in the class. In all of the last three years students also had the opportunity to assess their experience of the project publically at both the SAGE Forum and the Social Justice Conference.

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). SEE 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. NA

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.
   CME and CCE will support other aspects of this event.

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.

IRA Activity Budget

Activity Title: Anti-Bullying Summit

Name of Sponsor: CME & CCE

INSTRUCTIONALLY RELATED ACTIVITIES
California State University
CHANNEL ISLANDS

Account	Operating Expenses	Amount
	A. Artist/ Performer/Speaker	
613802	Honoraria (Price set by CI)	
613802	Honoraria (Price set by CI)	
613801	Professional Svcs/ Speaker Fees (Price set by vendor)	
601801	Special Consultants (existing CI employees)	$1,400.00
613801	Other Consultants /Other Professional Services	
613001	Independent Contractor(s)	
	Other:	
	Artist/Performer/Speaker/Consultant TOTALS	$1,400.00
	B.. Supplies & Services- Other	
660002	Printing	$200.00
660017	Advertising (such as in a magazine or publication)	
660831	Copier Chargeback	$50.00
660090	Event Signage (wayfinding on day of event)	$50.00
660835	Event or Parking-related Staffing	
660825	Rentals or Leases	$200.00
660833	Promotional Items (with logo)	
660834	Awards	
660890	Registration- Conferences & Meetings	
660003	Supplies & Services- Other	$200.00
660003	Supplies & Services- Other	
660003	Parking (please describe)	
	Other (specify)	
	Other (specify)	
	Supplies & Services- Other TOTALS	$700.00
	TOTAL EXPENSES	$2,100.00

	C. Revenue	Amount
	A. Course Fees	
	B. Ticket Sales	
	C. Additional Sources of Funding	
	TOTAL REVENUE	$0.00

	D. TOTAL REQUESTED FROM IRA	$2,100.00

E. Other Expenses

660832	OPC Chargebacks & Facility Use Fees	$200.00
	Other (not requested from IRA)	
	Other (not requested from IRA)	
	TOTAL OF OTHER EXPENSES	$200.00

PLEASE EXPLAIN: Comments/Notes

2 facilitators at $700 each

Posters, brochures, and other handouts for summit participants

student materials

sound equipment rental

Facilitators pads, markers, pens, etc.

Comments/Notes

NA

NA

NA