

Instructionally Related Activities Funds Request Spring 2018

▼ Submitter

Submitter Name

Raymond McNamara

Submitter Email

raymond.mcnamara@csuci.edu

▼ 1. Basic Details

Activity Title

Steel Drum Band recording project 2

Activity/Event Date

January 1,2018

Date Funding Needed By

12/31/2017

Previously Funded?

- No
 Yes

Additional Proposers

Academic Program(s)/Center Name(s)

Performing Arts

Estimated total Course Fee revenue

N/A

Amount Requested from IRA

\$5850

Estimated Number of Students Participating

55

2. Brief Activity Description

Describe the activity and its relationships to the educational objectives of the students' program or major

Brief Activity Description

This project will piggyback on my fall 2017 recording project and the CI performing Arts CD. I would like to record additional songs in the spring to supplement the steel drum band recordings. We intend to record at the LAFX studios with Paul Murphy and Geoff Emerick. These songs will be used for the CI performing Arts Promotional CD. This way all of the songs will be recorded at the same place and will be more uniform in sound.

3. Learning Outcomes and Relation of 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.

1. Please list all classes that directly relate to the proposed activity.
2. For each class listed, 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

Learning Outcomes and Relation of IRA to Course Offerings

The students will have a fantastic opportunity to work with a master recording engineer who has won multiple Grammy Awards. This will give them some real world experience which they can use to further their education. The whole recording process will give the students a chance to plan a professional recording from start to finish. They will also be involved with their peers in promoting the CI performing Arts program.

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.

Description of Assessment Process

I will require my students to complete a postevent Qualtrics survey about the IRA event. When filling out my IRA Report for each event, I attach the students' feedback and comments. Through their formal writing assignments about these events, I collect more student comments for reporting back to the IRA committee

5. Activity Budget

Please enclose a complete detailed budget of the entire activity. Indicate specific items that you are requesting IRA to fund.

You should use either the Regular Activity budget (for events on campus) or -- if your event involves any travel-- you MUST

use the IRA Travel Budget Form.

You can download both of the IRA Excel Budget sheets at <http://www.csuci.edu/ira/application.htm>.

Activity Budget

[steel drum recording project 2.xlsx](#)

▼ 6. International Trips

If your event is an international trip submitted through the Center for International Affairs, you must include copies of:

1. Complete Center for International Affairs/ UNIV 392 proposal
2. The program budget as submitted to the Center for International Affairs (to ensure congruency between the two budgets)
3. as well as a copy of the course syllabus

Center for International Affairs Budget

Copy of Center for International Affairs Proposal

Course Syllabus

Certification

I certify that students attending this trip are not previous or repeat attendees of a prior International UNIV 392 Trip

▼ 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. Please indicate if there are no other sources of funding

Other Sources of Funding

There are no other sources of funding.

▼ 8. Promoting Participation

What is your intended audience and how do you intend to market this to your students?

The intended audience will be all current and future students. It can also be used for the general public to enhance the profile of the department.

If this is an event that is off campus, how do you plan to bring back the benefit of this event to campus?

▼ 9. Sustainability

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

Sustainability

We do as much electronic & social media advertising as is possible. My events have practically zero negative impact upon the environment.

10. Approval and Acknowledgement

Program Chair/Director

Matjas, Luke

Dean

Meriwether, James H

Conditions and Considerations

- 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.
- Large Event:** For a large event, consultation with the campus Event Coordinator's office at (805)437-8548 is required.
- Field Trip:** Sponsor must comply with all policies found at:
<http://www.csuci.edu/rm/programs/academic-field-trip-guidelines-and-forms.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.
- IT Requirements:** If your activity has IT requirements, coordination with and approval from IT Administration is required.
- 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. Must utilize the University's Foreign Travel Insurance Program (FTIP) and follow all International Travel Guidelines listed at: <http://www.csuci.edu/rm/insurance/foreign-travel.htm>
- 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/Facilities Services Requirements:** Consultation and coordination with Facilities Services is required.

Acknowledgement

- I acknowledge that I have reviewed and accepted the Conditions and Considerations herein. Please check off boxes as appropriate.

Chair Review

Recommendation

- I recommend approval of the IRA Funds Request described on this page
- I DO NOT recommend approval of the IRA Funds Request described on this page

Comments

 Luke Matjas Oct 18 2017

▼ Dean Review

Recommendation

- I recommend approval of the IRA Funds Request described on this page
- I DO NOT recommend approval of the IRA Funds Request described on this page

Comments

The proposer should clarify the relationship to coursework and make clear how the project benefits primarily the students involved rather than the faculty member or the program.

 Marion Adler Oct 23 2017