

Instructionally Related Activities Funds Request Spring 2018

▼ Submitter

Submitter Name

Andrea Grove

Submitter Email

andrea.grove@csuci.edu

▼ 1. Basic Details

Activity Title

Global Studies Capstone Event

Activity/Event Date

April 13, 2018 approx

Date Funding Needed By

March 1, 2018

Previously Funded?

- No
 Yes

Additional Proposers

Christopher Scholl

Academic Program(s)/Center Name(s)

Political Science, Global Studies

Estimated total Course Fee revenue

0

Amount Requested from IRA

\$2010

Estimated Number of Students Participating

150

▼ 2. Brief Activity Description

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

Brief Activity Description

For the Global Studies Capstone (GLST 499), part of the coursework involves the students creating an event on campus that raises global awareness. The activity meets one of the SLOs, "perform actions that address global issues." Last year, students created a Sustainability Fair. Over 100 students attended the event and learned about issues of environmental sustainability at a local, national, and global level from guests the capstone students brought to campus. The POLS program paid for this event but cannot continue to do so. Each year the class decides what they will do, drawing on their varying experiences during their Study Abroad experience (a requirement of the major). Given its focus on all of the mission pillars, the GLST event fits the IRA parameters quite well. Again, it will be open to the entire campus.

▼ 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

GLST 499; also, GLST 200, POLS 103.

These are all courses involving the study of international and global issues. The GLST courses are especially interdisciplinary so the event created is likely to relate to many other courses. For the classes listed above, 499 students will create the event; students in the other two courses will attend the event. It is likely to involve guest speakers, including nongovernmental organizations talking about their work abroad and academics talking about their area of expertise.

In addition, the event will be held to coincide with CI's International Education Week, and will also be advertised as part of this week.

▼ 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

The capstone students will create an activity at the end of the event to assess the reactions of the audience; in addition, the capstone students are required to write a reflection paper about the event they create.

▼ 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

[Grove_GLST_capstone_event-ira-regular-budget.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

None

▼ 8. Promoting Participation

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

We aim to interest students and others across the entire campus. The capstone students will reach out to a range of student organizations. We will also notify other faculty teaching courses that engage with the theme of the event. Finally, the week will be part of International Education Week and the CIA will help to spread the word about the event.

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

The answer to this question depends on the topic the students choose. Last year, the theme was sustainability and students brought local organizations promoting sustainable development, farm-to-table approaches, efficient transportation, etc. to campus. It is possible the students this year will choose some theme that engages the idea of sustainability.

▼ 10. Approval and Acknowledgement

Program Chair/Director

Kelly, Sean Q

Dean

Adler, Mary

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

 Sean Kelly _____ Oct 12 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

Mission focused with potential to reach a wide audience.

 Marion Adler _____ Oct 16 2017 _____