

Instructionally Related Activities Funds Request Fall 2018

▼ Submitter

Submitter Name

Steven Norris

Submitter Email

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▼ 1. Basic Details

Activity Title

Weekend field trip to SRIRS for Biol 316 - Fall 2018

Activity/Event Date

TBA - Fall 2018

Date Funding Needed By

Sept 2018

Previously Funded?

- No
 Yes

▼ Previously Funded Proposal

Semester/Year

Spring 2017

Proposal # (if known)

915

Report submitted for previously Funded Activity?

- No
 Yes

Please upload a copy of the report

[IRA-Report-SRI-Trip-Fall2017.docx](#)

Additional Report #1

Additional Report #2

Additional Report #3

Additional Proposers

Academic Program(s)/Center Name(s)

Biology

Estimated total Course Fee revenue

1600

Amount Requested from IRA

5740

Estimated Number of Students Participating

35

2. Brief Activity Description

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

Brief Activity Description

The activity is weekend field trip to the Santa Rosa Island Research Station. This trip will take part of the lab component of Biol 316 - Invertebrate Zoology

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

Among the learning outcomes of this class are being able to identify major phyla of invertebrate animals, mesh these types with their habitats and identify human impacts on invertebrate populations and their habitats.

A trip to Santa Rosa Islands allows us to experience ocean and island habitats. The trip is scheduled around a low tide day, so we are able to practice finding and identifying different invertebrate animals in their natural habitats. Many other lessons in biology, conservation, ecology offer themselves to us as we explore the island.

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

Students in this class maintain a laboratory notebook in lab. They will be asked to record the experiences and observations in this notebook. They will also be asked to take photographs that can be crafted into presentations for students unable to make the trip.

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

[Invert-Fall2018 - ira-travel-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

Lab fees (\$40 per student) are collected for this course, but are expended on lab supplies.

▼ 8. Promoting Participation

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

The intended audience is students registered in Biol 316. If there is room, I open the participation to other Biology students. Students who have made the trip before often approach me and ask if they can accompany the class.

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

Is the SRIRS considered to be off-campus, or it is now a campus extension? In any case, students return to campus with an invigorated interest in the life sciences. Sharing their experience with others generates interest in biology and the station.

▼ 9. Sustainability

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

Sustainability

The station operates with potentially limited resources (water and electricity). Living even just a few days considering these limitations, I hope, helps foster a mindset of conservation and sustainable living.

▼ 10. Approval and Acknowledgement

Program Chair/Director

Mozingo, Nancy M

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

▼ 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

Approved with two suggestions: a) It would be good to clarify the budget (\$5740 requested, but total budget looks like \$5904); b) if appropriate, consider ways that students in BIOL 316 can share their learning more broadly (beyond the course) when they return.

 Marion Adler _____ Mar 8 2018 _____