

Instructionally Related Activities Funds Request Spring 2019

▼ Submitter

Submitter Name

Sean Carswell

Submitter Email

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▼ 1. Basic Details

Activity Title

English Speaker Series

Activity/Event Date

ongoing Spring 2019

Date Funding Needed By

beginning of the semester

Previously Funded?

- ☐ No
☒ Yes

▼ Previously Funded Proposal

Semester/Year

Fall 2018

Proposal # (if known)

1054

Report submitted for previously Funded Activity?

- ☒ No
☐ Yes

Additional Proposers

Academic Program(s)/Center Name(s)

English

Estimated total Course Fee revenue

0

Amount Requested from IRA

\$4,150

Estimated Number of Students Participating

300

▼ 2. Brief Activity Description

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

Brief Activity Description

The English Program has a long history of bringing innovative, exciting authors and scholars to campus. Previous events have included renowned scholars, National Book Award Finalists, NEA fellows, and award-winning fiction writers. We have hosted a rich, multicultural mix of intellectuals to speak about topics ranging from revolution in Nicaragua to the Yellow Power movement in San Francisco to the CIA's MKULTRA program to writing scripts for cop shows. We have managed to bring these writers to campus for far below their typical speaking fee. Starting in the spring of 2015, we began to pool our efforts into a single Speaker Series. Rather than each faculty member writing individual IRA grants each time we seek to bring an author or scholar to campus, we've begun writing this single grant to fund a series.

By collaborating in this way, we have more effectively promoted these events to the community. While our events have been hugely successful among students, we had difficulty reaching interested parties outside of campus. This unified series has allowed us to work with area high school and community college English faculty. It also has allowed us to present a more unified vision of the program. Over the past six semesters, the English Speaker Series has been a better bargain for students. When we have a set amount of money within which we can work, we can budget better and offer more economical speaking fees.

▼ 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 speakers will most directly relate to English 461: Fiction Writing, 220: American Literature 2, and English 325: Major American Authors. In each of those cases, students will be studying the works of the speaker. They will also be of interest for students in English 110: Multicultural Literature, 260: Perspectives in Creative Writing, 360: Literary Theory, and 433: LGBT Literature. Many students will be required to attend these events. If the past is any indication, most of the audience will be there on their own accord.

▼ 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

IRA student evaluation forms will be passed around the auditorium to solicit student responses. Additionally, students have been encouraged to write about their experiences for several classes. Their responses have been overwhelmingly positive.

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

[budget-file-english-speaker-series-carswell spring 2019.xls](#)

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?

This event will primarily be for students who wish to engage with literature in a vibrant, dynamic setting. It will further be advertised to the local community as one of the enriching cultural events that university campuses attract. The event will be promoted through campus posters, class announcements, various online and social media sites, and, hopefully, through coverage in the local press.

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

▼ 10. Approval and Acknowledgement

Program Chair/Director

Carswell, Sean

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 Carswell

Oct 1 2018

▼ 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

A report for last year's funding should be provided as soon as is feasible. Also, either item 2 or 3 needs to list a connection to the educational objectives of the program (item 2) or the relevant learning objectives of the courses (item 3). Recommended to move on for funding review pending those two items.

 Marion Adler

Oct 9 2018