

Instructionally Related Activities Funds Request Spring 2019

▼ Submitter

Submitter Name

Sean Carswell

Submitter Email

sean.carswell@csuci.edu

▼ 1. Basic Details

Activity Title

English 490: The Publishing House

Activity/Event Date

Spring 2019

Date Funding Needed By

Feb. 1, 2019

Previously Funded?



No



Yes

Additional Proposers

Academic Program(s)/Center Name(s)

English Program

Estimated total Course Fee revenue

0

Amount Requested from IRA

\$4,000

Estimated Number of Students Participating

20

▼ 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 offers a year-long course called "The Publishing House." During the fall semester, students learn about book publishing (its history, significance, cultural issues). We also select a manuscript for publication. This manuscript was submitted to Los Angeles publisher Gorsky Press. Gorsky is a 501(c)3 not-for-profit book publisher. After we select the manuscript for Gorsky to publish, we spend the second semester ushering the book to publication. We learn everything from editing to cover design to book marketing. We prepare the book for the printer, and have the book printed. At the end of the semester, we hold a book release party.

To be clear, while this book is created in a class, it's much more than a class project. We've already selected the manuscript. It will be acclaimed poet James Jay's third collection of poetry. Gorsky will ensure national distribution, reviews in trades, and all the other things a traditional publishing house does. We'll team up with them to make the book a reality.

▼ 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

With the exception of the book release, this money will be used primarily for English 490: The Publishing House. The book release party will be open to both the campus community and the general public. Because CI students will pay for some of the printing, we'll make a certain number of free copies available to the students.

This is a unique course among CI's offerings. For decades, English studies have been criticized for not being practical and for not leading to jobs. This course gives students experience working in publishing and working with a publisher. It's a course that has been promoted at various events by the university president. It's a course that English majors look forward to. It's one way we can show English majors that there are several options for them to pursue with their degree.

▼ 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 English 490 write an essay at the end of the course assessing their experience and demonstrating how the course met the student outcomes. These essays will form the basis of assessment.

▼ 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_publishing_house_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

In order to partner this course with a real publisher and to allow students to select the manuscript, I agreed to cover half of the expenses of producing the book. Gorsky Press will pay up to \$4,000 of the cost of producing the book. CI will have to cover the other half. The previous two times I taught this course, CI did not cover the other half. I paid for the printing out of my own pocket. I'm really hoping to avoid that this time.

▼ 8. Promoting Participation

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

The students in English 490, primarily, though the book release event will be open to the campus community and the general public. A certain number of free copies of the book will be available for CI students.

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

Item 3 should reference the learning outcomes of the course that relate to this project. This is a nice fit for IRA as it provides CI students with an engaging, interdisciplinary pre-professional experience that they would otherwise not be able to have.

 Marion Adler Oct 9 2018