

# Instructionally Related Activities Funds Request Fall 2019

## ▼ Submitter

### Submitter Name

Kuan-Fen Liu

### Submitter Email

KuanFen.Liu@csuci.edu

## ▼ 1. Basic Details

### Activity Title

Daniel Lee Music Fest and Memorial

### Activity/Event Date

April, 2020 (to coincide with International Week)

### Date Funding Needed By

January 21, 2020

### Previously Funded?

- ☐ No  
☒ Yes

## ▼ Previously Funded Proposal

### Semester/Year

Fall 2017, Fall 2018

### Proposal # (if known)

#900, #1041

### Report submitted for previously Funded Activity?

- ☐ No  
☒ Yes

### Please upload a copy of the report

Daniel Lee Music Festival Report.docx

### Additional Report #1

Danile Lee Music Festival Report 2.pdf

### Additional Report #2

### Additional Report #3

### Additional Proposers

None

### Academic Program(s)/Center Name(s)

N/A

**Estimated total Course Fee revenue**

None

**Amount Requested from IRA**

\$5,500.00

## Estimated Number of Students Participating

500

### ▼ 2. Brief Activity Description

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

#### **Brief Activity Description**

The Daniel Lee Memorial MusicFest is designed with two goals in mind. First, the festival will be an even that honors Daniel's love of music – and his love of sharing community and friendship through music. Second, the event will be a fundraiser for the Daniel Lee Memorial Scholarship fund. To tie the two together, we have considered having the fall musicfest event during international week, and to try to focus at least some portion of the event on international musical themes.

The day and week (for the fourth year, we are partnering with the International Office and celebrating Dr. Lee and International Week) should have twin emphases: participation and exhibition. The participation emphasis draws from Daniel's love of the community and sharing aspect of music. This emphasis seeks to draw in students (and faculty and staff and community, etc.) to contribute their own interests and talents in some way – even if they are simply hobbyists. The natural venue for this type of participation is an open-mic event. The exhibition emphasis draws from Daniel's love of and interest in all types of music. We will seek to present quality music of a variety of sorts to an audience on campus – ideally, with some of it of an international characteristic. The best venue for this type of exhibition is a focused event in the evening.

### ▼ 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 Daniel Lee Music Fest is not tied to a particular discipline or program, but is very much linked to a number of campus wide student learning outcomes as well as to individual class objectives.

The festival, like Daniel's scholarship, is informed by our mission based centers. Certainly, there is a service learning opportunity for musicians and student volunteers who will assist in making the festival happen. As mentioned, all raised proceeds will be applied to International travel opportunities for our students. Further, many of the acts and musicians will feature international music (Irish, for instance), that will create a multi-cultural experience for attendees. Last, the program of performers will be drawn from across our campus community and will display the talents of many that borrow from disciplines to the benefit of their studies, work, and creative activities.

In regard to specific classes, it is clear to see the relationship between this event and Performing Arts and our International Studies programming, which can include Language, Geography, and Global Studies classes. It should be noted that this opportunity coincides nicely with the Music Department's requirement that students perform live--this festival provides a forum for PAMU students to succeed academically.

### ▼ 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 Daniel Lee Music Festival is or will be annual event at CI and is an important part of our culture and curriculum. The

event will be advertised throughout the campus and we hope will live on in collective memory. Certainly, we will report statistics associated with the event, particularly attendance. But the true measure of success will be the participation of our CI students, staff, and faculty.

A video will be created and posted into the Library's Institutional Repository insuring preservation and access to the event. Editing and preparation continues on a video that we took last semester by a CI undergraduate art major.

In addition, we will advertise money raised for the travel scholarship. This scholarship will be awarded to students traveling as part of a UNIV 392 course. Students receiving money from this scholarship will write a reflection and submit images and or sounds/songs from their travel that will be collected and posted in the Library. Likewise, these reflections and collected aural pieces will be used in subsequent years to both market the event in future years but also as a place where people interested in Daniel can visit. For instance, perhaps we create a Facebook page that will continue to grow both as people who remember Daniel add content as well as students that might never have known him share their experiences travelling due to Daniels scholarship or performed during the concert.

## ▼ 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**

[DL Music Festival for 2020.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

The scholarship fund began with a generous donation of \$25K from Daniel's brother and his wife, Andy and Ria Lee, earmarked for supporting scholarships for international engagement among our students – generally those who face some financial challenges to doing so. (That is currently being held in an Advancement account for the Daniel Lee Memorial Scholarship Fund.) The family was kind enough to match that donation shortly thereafter and we will be offering our second \$1,000.00 travel abroad scholarship in AY .18/19. Our goal as stewards of that fund is to find the best way to use it to support students. Several questions have to be answered about how to do so. We've also partnered with the Center for International Affairs whose faculty director, Dr. Andrea Grove, has pledged \$1,000.00 in support of our efforts.

## ▼ 8. Promoting Participation

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

After evaluating events held previously, the Daniel Lee Memorial Scholarship Committee has made a decision to move the Daniel Lee Music Festival from fall to the spring semester. This year we will collaborate with the CI International Programs in Noche de Familia – a community-wise joint event. Noche de Familia will be held on April 25th, 2019. The purpose for the change is to generate more interest, involvement and participation from all areas.

The Daniel Lee Committee has also met with Housing, ASI, and the Student Programming Board concerning possible partnerships, particularly in regard to student participation.

At our Fall event, the turnout and participation by musicians (students, faculty, and staff) was huge and extremely encouraging. Estimates suggest that 125 people attended and that suggests that we have every chance of continuing as a draw.

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

This will be a on campus activity.

## ▼ 9. Approval and Acknowledgement

### Program Chair/Director

Matjas, Luke

### Dean

Wyels, Cynthia (Arts & Sciences)

### 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. I acknowledge that the activity sponsor will be responsible for managing purchases, travel arrangements, and all transactions related to approved activities. 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

An excellent tribute event that will be well-attended...

 Luke Matjas Mar 27 2019

### ▼ 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

 Cynthia Wyels Apr 4 2019