http://www.csuci.edu/ira/index.htm

Application
Instructionally Related Activities Funds Request
2010-2011 Academic Year
DEADLINE: Fall and Academic Year 3/31/10
Spring TBD

Applications must first be sent to the appropriate program chair. Chairs will the recommend and route them to the Dean's Office for review and authorization. The Dean's Office will then forward them to the IRA Committee for consideration.

Activity Title:
Project Sponsor/Staff (Name/Phone):

Amy Wallace
Dean of the Library
805.437.8911

Activity/Event Date(s): Spring 2010

Date Funding Needed By: February 2011

Please check if any of the following apply to your IRA:
□ Equipment Purchase
□ Event
□ IT Requirements
□ International Travel
□ Space/OPC Requirements
□ Infrastructure/Remodel
X Other _____________

Previously Funded: □YES  □NO  X NO  Yes, Request # _____________

Does your proposal require IRB (Institutional Review Board) approval: □Yes  X No

Assessment submitted for previously Funded Activity: □YES  □NO

Academic Program or Center Name and Budget Code: 840

Date of Submission: 11/1/10

Amount Requested: $5,000.00
(Should match item 2. E. on page 4)
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Conditions and Considerations

Equipment Purchase: If requesting large equipment, Project Sponsor must show proof of correspondence with OPC Administration. In addition, all other purchases must follow Procurement Guidelines.

Events: Attach copy of Events and Facilities Use Request Form (Public Folders-Events & Facilities folder). Consider time frame for set-up and take down.

Participant Data Collection for Public Dissemination: If Project Sponsor proposes to conduct research with human participants then it may be subject to IRB (Institutional Review Board for the Protection of Human Subjects) review. It is the Project Sponsor's responsibility to inquire with the IRB prior to IRA application submission to determine if the project is exempt from IRB review so that funding is not delayed. Please indicate on the cover page if your project is exempt from IRB review.

Field Trip: If approved, Identified Risks of Participation and Release Agreement must be submitted for each student to the Program Office (Public Folders-HR Forms).

IT Requirements: Requires proof of correspondence and approval from IT Administration.

International Travel: Requires International Travel application be submitted to Center for International Affairs.

Risk Management Consultation: Requires proof of correspondence with Risk Management.

Space/OPC Requirements, Infrastructure/Remodel: Requires proof of correspondence with OPC Administration.

Late Submission - Requires explanation for emergency funding.

Fiscal Management: Project Sponsor's program will be responsible for all costs incurred over and above what is funded through the IRA award and will be responsible for seeing that any revenue that is intended to offset the amount of the IRA award is transferred accordingly.
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Requirements and Signatures

Please provide the following in your application:

1. Brief Activity Description. Describe the activity and its relationship to the educational objectives of the students' program or major.

   It has been shown that recreational reading and media viewing have a positive impact on curiosity, creativity, information seeking, academic performance, and fostering a love for reading in general. There are also a few studies that link recreational reading to stress relief.


   The library will work with students to expand its recreational book and media collection. If funded the library will provide 30 hours a week librarian time in the Spring 2011 and Fall 2011 time to promote the development of student led book clubs, which would not only promote reading but also encourage analysis and discussion of books selected.

   Relation to 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. Please list all classes that relate to the program proposed.

   Potentially any course could benefit, especially courses that meet General Education Courses that meet the C3B and UDIGE requirements. Here are some in particular that could see a direct impact:
ENG 102, 103, 105: Composition
ENG 210: Themes in World Literature
ENG 120, 220: American Literature
UNIV 110: Critical Thinking and the University Mission

2. Activity Assessment. Describe the assessment process and measures that the program will use to determine if it has attained its educational goals. Please note a report will be due at the end of the semester.

The project would be successful if...
a. 100% of the materials purchased were recommended by students
b. Average checkout for the added items was three times over the next year
c. Student led book and movie clubs spring up on campus

3. Activity Budget. Please enclose a complete detailed budget of the entire Activity bold specific items of requested IRA funding. (Page 4)

All $5,000 would be spent to purchase materials for the library’s recreational reading collection.

4. Sources of Activity Support. Please list the other sources of funding, and additional support for the activity.

Library will provide 30 hours a week librarian time in the Spring 2011 and Fall 2011 time to promote the development of student led book clubs.

7. Acknowledgment. Project Sponsor and Program Chair acknowledge that they have reviewed and accepted the Conditions and Considerations detailed on page 2.

Signatures and Dates

Project Sponsor

Program Chair/Director

Dean of the Faculty

Date

Date

Date
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ACTIVITY BUDGET FOR 2010-2011

1. Operating Expense Budget
   A. Supplies
   B. Vendor Printing
   C. In-State Travel
   D. Out-of-State Travel
   E. Equipment Rental
   F. Equipment Purchase
   G. Contracts/Independent Contractors
   H. Honorarium
   I. OPC Chargeback
   J. Copier Chargeback
   K. Other (Please Specify)

   TOTAL Expenses $5,000.00

2. Revenue
   A. Course Fees
   B. Ticket Sales
   C. Out of Pocket Student Fees
      (exclusive of course fees)
   D. Additional Sources of funding
      (Please specify
      And indicate source)

   Total Revenue

   E. Total Requested from IRA $5,000.00