



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

Application
Instructionally Related Activities Funds Request
2013-2014 Academic Year
DEADLINE: Fall and Academic Year 3/1/13
Spring 2013 deadline is 10/31/13

Applications must first be sent to the appropriate program chair. Chairs will then 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: Model United Nations

Project Sponsor/Staff (Name/Phone): Andrea Grove and Christopher Scholl

Activity/Event Date(s): 14-17 November 2013

Date Funding Needed By: 1 August 2013

***Please Note that for Fall Requests the earliest that you will be notified of funding availability will be early June 2012 and for Spring Requests early January 2013.*

Please check if any of the following apply to your IRA:

Equipment Purchase	<input checked="" type="checkbox"/> Field Trip
Event	Participant data collection for public dissemination, i.e. interviews/surveys that result is a journal/poster session/newsletter
IT Requirements	Risk Management Consultation
International Travel	Late Submission
Space/OPC Requirements	
Infrastructure/Remodel	
Other _____	

Previously Funded: YES NO Yes, Request # _____

*If previously funded, please attach copy of IRA Report

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

Assessment submitted for previously Funded Activity: YES NO

Academic Program or Center Name and Budget Code: Political Science, 769

Date of Submission: 1 March 2013

Amount Requested: \$12,125
 (Should match item 2. E. on page 4)

Estimated Number of Students Participating: 15

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2012-2013 Academic Year

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-For a large event, consultation with the events coordinator is recommended.

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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2012-2013 Academic Year

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.

Turn on the news and see pictures of Syria, Mali, Afghanistan, Pakistan. On this tour, one is bombarded with images of civil disorder, terrorism, refugees, starvation, weapons proliferation, ethnic war, and environmental degradation—on one hand. But on the same news program, one sees the effects of globalized markets, leaps of technology, and mass movements catalyzed by social media. Indeed, some people say that these opposing trends show how today's world is in a state of chaos. Model UN events are academic conferences for students that give them a unique opportunity to bring understanding to this chaos, finding global solutions to global problems.

This application is for funding to take students to one Model UN event in the fall, in Seattle (Northwest Model UN. This trip is the pinnacle of a semester long course students take to prepare (class offered in fall 2013). Benefits for students include skill development in policy research, conflict analysis, thinking from different perspectives, negotiation, and public speaking. Students are also able to interact with a diverse range of students from around the United States and beyond. These are all qualities that benefit any major, as well as more specifically related political science majors, communications majors and global studies minors. However, we encourage interdisciplinarity in the team, and as part of the application and selection process choose a team from a cross section of majors.

2. **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.

Model UN is related to several courses: POLS 490 which is a special topics course about the Model UN offered each Spring and in Fall 2013. POLS 329, International Law and Organizations, is offered most academic years. In addition, the subject matter for all Model UN conferences is germane to POLS 103, Introduction to International Relations (offered every semester). Further, it is related to the subject matter in COMM 320, Persuasion & Argumentation, COMM 340 Conflict Management and Mediation and COMM 430 Political Communication. Several COMM majors have taken this course as a substitution to an upper-division required COMM class that is not always offered.

3. **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.**

As noted, the primary educational goals for participation in Model UN are skill development in policy research, conflict analysis, thinking from different perspectives, negotiation, and public speaking. Students are evaluated based on their exhibition of these skills in written papers, oral debates, and negotiation sessions. Students will reflect on their experience after the conference in a brief paper.

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

Instructor cost for Fall 2013 course = \$8000

Per diem food rates for students: \$50 per day x 4 days x 15 students = \$3000

The main areas for which funding is needed from IRA are flights and airport transportation, registration fees, hotel costs, and advisor per diem. Budget is for 15 students; 2 advisors are needed.

Northwest Model United Nations Conference, Seattle, WA (Nov 15-17)
Arriving evening before conference begins (arrive Nov 14), departing evening of Nov 17

Flight estimates: \$375 estimated round trip cost x 17 = \$6375

Airport transportation: \$520 to/from LAX; \$400 from/to SEA/TAC= \$920

Hotel fees: Delegates will need to stay three nights. Room price last year was \$138 with tax, but this year's rates won't be posted until April 1; estimate here is higher in case there is an increase; estimate \$150 per room; need eight rooms = \$3600

Registration fees: \$50 per student (15) and \$30 for 2 advisors; \$50 institution fee
= \$830

Advisor per diem: \$50 per day x 4 days x 2 = \$400

Overall total: \$23,125

Total requested from IRA funds: \$12,125

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

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ACTIVITY BUDGET FOR 2013-2014

1. Operating Expense Budget

A. Supplies	_____
B. Vendor Printing	_____
C. In-State Travel	_____
D. Out-of-State Travel	_____ \$15,125
E. Equipment Rental	_____
F. Equipment Purchase	_____
G. Contracts/Independent Contractors	_____
H. Honorarium	_____
I. OPC Chargeback	_____
J. Copier Chargeback	_____
K. Other (Please Specify)	<u>Instructor \$8000</u>
TOTAL Expenses	_____ \$23,125

2. Revenue

A. Course Fees	_____
B. Ticket Sales	_____
C. Out of Pocket Student Fees (exclusive of course fees)	_____ \$3000
D. Additional Sources of funding (Please specify And indicate source)	_____ POLS \$8000
Total Revenue	_____ \$11,000

E. **Total Requested from IRA**
_____ \$12,125 \$ _____

**Instructional Related Activities
Report Form**

SPONSOR	DEPARTMENT
Andrea Grove	Center for Community Engagement

ACTIVITY TITLE	DATE (S) OF ACTIVITY
Model UN	30 March-1 April 2012; 20-24 April 2012

PLEASE EXPLAIN (1) DESCRIPTION OF ACTIVITY; (2) HOW DID THE ACTIVITY RELATE TO A COURSE(S); AND (3) WHAT YOU LEARNED FROM THE PROCESS.

- 1) A group of 15 students attended the WestMUN and the Far West MUN conferences to discuss, debate, and negotiate several global issues. Our students did very well. They were all very engaged, with several winning awards at WestMUN and all three delegations being recognized for their work at MUNFW.
- 2) This relates to work in the political communications and international relations courses on campus. Students were required to write position papers about their issues (6 across the semester), as well as country background papers (2 during the semester).
- 3) We had multiple debrief/discussion sessions during the conference and at the end. The students learned immensely about the multiple issues in their committees, and also about the procedures used during such negotiations. We left feeling that Model UN participation is essential to our efforts to work toward global engagement of our students.

**Please attach assessment forms from students, list of attendees, peoplesoft program report

E-mail to the Dean's Office
30 days after activity

Instructional Related Activities
Report Form

SPONSOR	DEPARTMENT
Andrea Grove and Christopher Scholl	Political Science

ACTIVITY TITLE	DATE (S) OF ACTIVITY
Model UN	15-18 Nov 2012

PLEASE EXPLAIN (1) DESCRIPTION OF ACTIVITY; (2) HOW DID THE ACTIVITY RELATE TO A COURSE(S); AND (3) WHAT YOU LEARNED FROM THE PROCESS.

- 1) A group of 12 students attended the Northwest Model UN conference in Seattle to discuss, debate, and negotiate several global issues. Our students did well.
- 2) This relates to work in the political communications and international relations courses on campus. Students were required to write position papers about their issues (2-3 depending on their committee); they did this work even though they did not receive course credit.
- 3) We have debrief/discussion sessions during the conference and at the end. The students learned immensely about the multiple issues in their committees, and also about the procedures used during such negotiations. We left feeling that Model UN participation is essential to our efforts to work toward global engagement of our students.

**Please attach assessment forms from students, list of attendees, peoplesoft program report

E-mail to the Dean's Office
30 days after activity

IRA Travel Activity Budget

2013-2014



INSTRUCTIONALLY
RELATED
ACTIVITIES
CHANNEL

Activity Title:

Sponsor Name: Andrea Grove

15 Number of Students Participating

2 Number of Faculty

I		Students traveling expenses:	Cost/ea	# Requested	Total	Comments/Additional Notes
		Airfare	375	15	5625	
		Ground Transportation	920		920	
		Hotel Accommodations	450	7	3150	
		Registration Fees	50	15	750	
		Entrance Fees	50		50	
		Meals				
		Cultural Activities			0	
		Vehicle/Van Rental			0	
		Other:			0	
STUDENT TRAVEL TOTALS			1845		10495	
II		Faculty Traveling Expenses:	Cost/ea	# Requested	Total	Comments/Additional Notes
		Airfare	375	2	750	
		Ground Transportation			0	
		Hotel Accommodations	450	1	450	
		Registration Fees	15	2	30	
		Entrance Fees			0	
		Meals	200	2	400	
		Cultural Activities			0	
		Other:			0	**
FACULTY TRAVEL TOTALS			1040		1630	
III		Operating Expense Budget	Cost/ea	# Requested	Total	Comments/Additional Notes
		Supplies			0	
	Other:	Faculty to teach course	8000		8000	
	Other:				0	
OPERATING EXP. TOTALS			8000		8000	
IV		Out of Pocket Student Expenses	Cost/ea	# Requested	Total	Comments/Additional Notes
		Health Insurance			0	
		Tuition/Registration			0	
		Travel Insurance			0	
		Out of Pocket Meals	200	15	3000	
	Other:				0	
STUDENT EXP. TOTALS			200		3000	
V. Total costs of the trip- Please Note that Formulas Calculate Automatically						
Total Student Traveling Expenses					10495	
Faculty Travel Expenses, if funded at 100%					1630	
Operating Expenses, if funded at 100%					8000	
TOTAL IRA FUNDING REQUESTED					20125	Since the 8000 is paid by POLS the total requested is act
Out of Pocket Student Expenses					3000	Not funded by the University
UNIV 391/392 & International Trips only						
Maximum IRA student funding @ 2/3rd of student total cost						
1/3 of total cost payable by students through course fee						
TOTAL IRA FUNDING REQUESTED FOR INT'L TRIPS						
Out of Pocket Student Expenses						Not funded by the University

IRA Travel Activity Budget

2013-2014



INSTRUCTIONALLY
RELATED
ACTIVITIES
CHANNEL

Activity Title:

Sponsor Name: Andrea Grove

I		Students traveling expenses:	Cost/ea	# Requested	Total	Comments/Additional Notes
		Airfare	375	20	7500	
		Ground Transportation	920		920	
		Hotel Accommodations	450	9	4050	
		Registration Fees	45	20	900	
		Entrance Fees	50		50	
		Meals				
		Cultural Activities			0	
		Vehicle/Van Rental			0	
		STUDENT TRAVEL TOTALS	1840		13420	
II		Faculty Traveling Expenses:	Cost/ea	# Requested	Total	Comments/Additional Notes
		Airfare	375	2	750	
		Ground Transportation			0	
		Hotel Accommodations	450	1	450	
		Registration Fees	15	2	30	
		Entrance Fees			0	
		Meals	200	2	400	
		Cultural Activities			0	
	Other:				0	**
		FACULTY TRAVEL TOTALS	1040		1630	
III		Operating Expense Budget	Cost/ea	# Requested	Total	Comments/Additional Notes
		Supplies			0	
	Other:	Faculty to teach course	8000		8000	
	Other:				0	
		OPERATING EXP. TOTALS	8000		8000	
IV		Out of Pocket Student Expenses	Cost/ea	# Requested	Total	Comments/Additional Notes
		Health Insurance			0	
		Tuition/Registration			0	
		Travel Insurance			0	
		Out of Pocket Meals	200	20	4000	
		STUDENT EXP. TOTALS	200		4000	
V. Total costs of the trip- Please Note that Formulas Calculate Automatically						
	Total Student Traveling Expenses				13420	
	Faculty Travel Expenses, if funded at 100%				1630	
	Operating Expenses, if funded at 100%				8000	
	TOTAL IRA FUNDING REQUESTED				23050	Since the 8000 is paid by POLS the total requested is actually 15,050. There was no place to add this on the new form.
	Out of Pocket Student Expenses				4000	Not funded by the University
UNIV 391/392 & International Trips only						
	Maximum IRA student funding @ 2/3rd of student total cost					
	1/3 of total cost payable by students through course fee					
	TOTAL IRA FUNDING REQUESTED FOR INT'L TRIPS					
	Out of Pocket Student Expenses					Not funded by the University