



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

Application
Instructionally Related Activities Funds Request
2013-2014 Academic Year

DEADLINES: Application Submitted to AVP:
Fall and Academic Year 2013-14: 03/01/13
Spring 2014 deadline: 10/01/13

Submittal Process: Applications must be first be signed by your program chair and then submitted to the appropriate AVP for approval. AVP's will next forward application to the IRA Coordinator for review. If there are questions or concerns, you may be asked for revisions or additional information. The IRA Coordinator will then forward applications to the IRA Committee for consideration.

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.

Duplicate requests- if Sponsor is submitting multiple proposals for recurring events involving speakers, musicians, etc., please combine your requests into one proposal.

Activity Title: Model United Nations

Project Sponsor/Staff (Name/Phone): Andrea Grove and Christopher Scholl/437-3124
 Alison Potter (staff)/777-1042

Activity/Event Date(s): National Model United Nations conference, Portland, OR; Feb 13-16, and Model UN of the Far West 4/10-14/2014

Date Funding Needed By: Jan 2, 2013 (as soon as possible—registration is open now)

***Please Note that for Fall Requests the earliest that you will be notified of funding availability will be early June 2013 and for Spring Requests early January 2014.*

Previously Funded by IRA? YES NO If Yes, what Semester/Year? Fall 2013
 Proposal(s) # __542, 559_____ (if known)

Report submitted for previously Funded Activity?: YES NO

***Please attach copy of previous IRA Report**

Academic Program or Center Name: Political Science

Estimated total Course Fee revenue: \$0

Amount Requested from IRA: 18,771.30 (Should match "Total Requested from IRA" on Page 5)

slight difference from Excel sheet due to rounding

Estimated Number of Students Participating: 17

Conditions and Considerations Checklist

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

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 themselves.

Large Event- For a large event, consultation with the campus Event Coordinator's office at (805)437-8548 is required.

Equipment Purchase- If requesting large equipment purchase -over \$200, or will be a fixture installed on campus- Project Sponsor must show proof of correspondence with OPC Administration. In addition, all other purchases must follow Procurement Guidelines.

Field Trip- Sponsor must comply with all policies found at <http://www.csuci.edu/hr/AcademicFieldTripGuidelinesandForms.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.

Exempt from IRB Approval –If your project is exempt from IRB review, include copies of correspondence with IRB Board. 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.

IT Requirements- If your activity has IT requirements, your application requires proof of correspondence and approval from IT Administration.

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.

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

Late Submission - Requires explanation for emergency funding.

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2013-2014 Academic Year

Instructions and Requirements – Written Portion

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.

Model UN events are academic conferences for students that provide students with a unique opportunity to develop an understanding of the complexity of specific issue-areas in global politics. 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 region. 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 will choose a team from a cross section of majors. Participating students are enrolled in POLS 490, a 3-unit course.

This application is for funding to take students to two Model UN events in the spring: the National Model UN-West conference in Portland, OR, to which we were honored to be **invited**, and Model UN of the Far West. The budget below is estimated for seventeen students.

Please also note that MUN is related to the International Relations Club in that students are part of the class are also in the club, but there is far from complete overlap and therefore the MUN program is not eligible for funding from student organizations. Also, there is a lot of rotation on the team. Each semester about 2/3 of the team or more is new. By receiving funding to keep the program running as a program, we have been able to include a lot of students and to build leadership skills of those who do return. For example, several students have been selected to staff the West MUN conference (in Spring 2013 and 2014) and even serve as Under Secretary General (Spring 2013—one of our alumni).

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.
 - a. Please list all classes that directly relate to the proposed activity.
 - b. For each class listed in #2a, 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.

Model UN is integrally related to several courses: POLS 490 which is a special topics course about the Model UN offered during Spring 2014. Students who participate this spring will be enrolled in that course. 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.

The direct relationship is with POLS 490. The conferences are an integral part of the course. All of the course work is to prepare the students for the topics at the conferences. We meet each Friday for 2 hours during the semester to prepare, and then after the conferences to debrief and engage in writing activities to assess.

3. **Learning Outcomes.** List all expected learning outcomes, as connected specifically with each course listed in #2.

Upon leaving the course, students should be able to:

- present a country background brief to the class
- articulate the positions of assigned countries on selected global issues based on their research;
- debate the pros and cons of the issues and resolutions to those issues with delegates from other countries;
- negotiate solutions and compromises to the issues under scrutiny;
- write a United Nations resolution in proper format in a collaborative setting

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 30 days after your activity.**

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 graded for the courses based on their exhibition of these skills.

5. **Activity Budget.** Please enclose a complete detailed budget of the entire activity. **Bold** specific items that you are requesting IRA to fund (Page 6).

National MUN-West, Portland:

Airfare: estimated at \$350 each x 19=**\$6650**

To and from LAX on Roadrunner approx. = **\$400**

To and from PDX on train is \$5 each roundtrip = **\$95**

Hotel fees: \$120 per room x 8 rooms x 3 nights = **\$2880**

Registration fees: \$50 per student (17) + \$75 school fee= **\$925**

Advisor meals: 3 meals per day for 4 days at per diem = **\$400**

Subtotal conf 1 = \$11,350

Model UN of the Far West, San Francisco, 10-14 April 2014

Hotel fees: Delegates will need to stay four nights. Room price including parking: \$152.40 per room x 4 nights x 8 rooms = **\$4876.80**

Registration fees: \$85 per student (17); \$200 institution fee=**\$1645**

Advisor costs: Mileage, shared (approx. 720 miles at 55.5 cents); meals (5 days, 2 advisors, per diem rates = \$499.90= **\$899.50**

Subtotal conf 2 = \$7421.30

Grand total = \$18, 771.30

The Political Science Program would like the committee to take note of the fact that much of the work that goes into this program is uncompensated. There is one paid faculty member for the course (see below) and one unpaid faculty. Also, the faculty (even the paid one) dedicate far more time to contact hours than for a normal class. Beyond the classroom hours each week, the observation of the conferences is generally from 9 am to 9 pm and sometimes 11 pm, each day. There are several out of pocket costs related to running this program as well. We have chosen not to assess a course fee for this program because it will result in the "students in the middle" being left out (those with Cal grants will have fees paid, those more affluent can pay). We hope the committee can understand this philosophy and will not penalize us for it. We have worked hard for years to build this program, which is so closely aligned with all the elements of the University mission, and losing IRA funding will shut it down.

6. **International Trips.** If your event is an international trip submitted through the Center for International Affairs, you must include a copy of the program budget as submitted to CIA (to ensure congruency between the two budgets), as well as a copy of the course syllabus.
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.

Program support for faculty WTUs = \$8000
Student pay own meals= ~~\$225~~⁴⁵⁰ each (based on per diem)

8. **Audience/ Marketing/Promotions.** Who is your intended target audience? How will your event be advertised to students?
9. **Sustainability.** If appropriate, indicate how the content or delivery of the project promotes sustainability at CI.
10. **Images.** For previously funded IRA activities, include copies of images from past IRA activity or activities, demonstrating student participation and levels of students served.
11. **Acknowledgment.** Project Sponsor and Program Chair acknowledge that they have reviewed and accepted the Conditions and Considerations herein.

IRA Proposal # 590

Signatures and Dates (REQUIRED)

y	Andrea Grove	9/23/13 _____ Date
F	Scott Frish	9/24/13 _____ Date
y	KAREN CARNEY	10/1/13 _____ Date

REQUIRED: Attach a copy of the completed IRA Excel Budget (Either the "Regular Budget" or the "Travel Budget" page (see form for further instructions)

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

IRA Travel Activity Budget



INSTRUCTIONALLY
RELATED
ACTIVITIES
CHANNEL
ISLANDS

Activity Title: Model United Nations

2013-2014

Sponsor Name:

17 Number of Students Participating

2 Number of Faculty

I Student traveling expenses:		Cost/ea	# Requested	Total	Comments/Additional Notes
	Airfare	\$350.00	17	\$5,950.00	
	Ground Transportation	\$26.00	17	\$442.00	
	Lodging	\$969.60	7	\$6,787.20	
	Registration Fees	\$135.00	17	\$2,295.00	
	Entrance Fees			\$0.00	
	Meals (included)			\$0.00	
	Cultural Activities			\$0.00	
	Vehicle/Van Rental			\$0.00	
Other:	School registration fees	\$275.00	1	\$275.00	
STUDENT TRAVEL TOTALS		\$1,755.60		\$15,749.20	
II Faculty Travelling Expenses:		Cost/ea	# Requested	Total	Comments/Additional Notes
	Airfare	\$350.00	2	\$700.00	
	Ground Transportation	\$26.00	2	\$52.00	
	Lodging	\$969.60	1	\$969.60	
	Registration Fees			\$0.00	
	Entrance Fees			\$0.00	
	Meals (included)	\$450.00	2	\$900.00	
	Cultural Activities			\$0.00	
Other:	Mileage to Burlingame	\$399.60	1	\$399.60	**
FACULTY TRAVEL TOTALS		\$2,195.20		\$3,021.20	
III Operating Expense Budget		Cost/ea	# Requested	Total	Comments/Additional Notes
	Supplies			\$0.00	
Other:				\$0.00	
Other:				\$0.00	
OPERATING EXP. TOTALS		\$0.00		\$0.00	
IV Out of Pocket Student Expenses		Cost/ea	# Requested	Total	Comments/Additional Notes
	Health Insurance			\$0.00	
	Tuition/Registration			\$0.00	
	Travel Insurance			\$0.00	
	Out of Pocket Meals	\$450.00	17	\$7,650.00	
Other:				\$0.00	
STUDENT EXP. TOTALS		\$450.00		\$7,650.00	
V. Total costs of the trip- Please Note that Formulas Calculate Automatically					
Total Student Traveling Expenses				\$15,749.20	
Faculty Travel Expenses, if funded at 100%				\$3,021.20	
Operating Expenses, if funded at 100%				\$0.00	
TOTAL IRA FUNDING REQUESTED				\$18,770.40	
Out of Pocket Student Expenses				\$7,650.00	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

**Instructional Related Activities
Report Form**

SPONSOR	DEPARTMENT
Andrea Grove	Political Science Program

ACTIVITY TITLE	DATE (S) OF ACTIVITY
Model UN	28-30 March and 19-23 April 2013

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 FOUR winning Distinguished Delegate awards at WestMUN and one of three delegations (Kuwait) 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. Students will also turn in 4 page reflection papers at the end of the semester. 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