



<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 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: **Field Trip to Santa Rosa Island**

Project Sponsor/Staff (Name/Phone): Dr. A. Chapman

Activity/Event Date(s): 4/18/2014

Date Funding Needed By: January 2014

***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?
 Proposal(s) # _____ (if known)

Report submitted for previously Funded Activity?: YES NO

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

Academic Program or Center Name: Biology

Estimated total Course Fee revenue: 0

Amount Requested from IRA: \$2280:00 **(Should match "Total Requested from IRA" on Page 5)**

Estimated Number of Students Participating: 20

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.
- Other** -

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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.

Field Trip to Santa Rosa Field Station

Spring 2014: The purpose of the trip is to introduce students in Biol 433 (Ecology and the Environment) to the ecology of the Channel Islands. Students will participate in a weekend to Santa Rosa Island which is part of the Channel Islands National Park. Transportation to the island will be provided by Island Packers, the official National Parks carrier. Students will spend two nights and two days on the island.

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.

Biol 433 (Ecology and the Environment) investigates the ecological characteristics of natural ecosystems and the basic effects of human society upon those systems. In addition, plant and animal distribution patterns in relation to past and present physical and biotic factors are covered. Issues of resource management, population, food production, global environmental problems are also emphasized to explore future directions. Field trips to local ecosystems are an integral and essential component to further student learning.

3. The Santa Rosa Island field trip will address several student learning outcomes:
 - (a) understand the history of the Channel Islands
 - (b) familiarize students with endemic, native and exotic species
 - (c) evaluate the methods currently being used to restore the island
 - (d) quantify the effectiveness of the different management strategies adopted and consider their controversial nature.
 - (e) observe and consider the distinct plant and animal communities and how they relate to island biogeography
 - (f) appreciate the islands as a repository for the biodiversity of this region

The Channel Islands field trip is an integral component of Biol 433 (Ecology and the Environment). Before the trip students will review the protocols set out in the Sand Beach and Coastal Lagoon (Dugan J. E. et al. 1990) and duplicate some of the vital signs for monitoring developed by the National Park Service.

The trip includes a crossing of the Santa Barbara Channel with stops made enroute to look for, and identify, the marine fauna of this region.

Once on the island, the students will work with Dr. Hanna (Director of the newly established Field Station) and me to collect data which will be analyzed after the trip. Students will conduct vegetation sampling and correlate grazing pressure and topography with plant community structure and diversity. They will be introduced to the unique aspects of the ecology of the nine plant communities of the island, and the dominant, endemic (6 endemic plant species) and indicator species to be found on the island.

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 a report will be due at the end of the semester.**

Students will be required to complete a lab report which will cover the student learning outcomes as stated above.

5. **Activity Budget.** Please enclose a complete detailed budget of the entire activity. **Bold** specific items of requested IRA funding. (Page 6)

Transport to and from Santa Rosa Island is \$104.00.
Food will be \$5:00 per day per student.

Santa Rosa Island trip is \$104 x 20 students	= 2080.00
Food	= 200.00
Total requested	= \$2280.00

6. **International Trips.** Not applicable
7. **Sources of Activity Support.** Please list the other sources of funding, and additional support for the activity.

The Biology Program has provided binoculars. Students use their own local transport and will be required to provide some food.

8. **Audience/Marketing/Promotions**
Students will be made aware of the trip at the first class session.
9. **Sustainability**
The very nature of the Ecology and the Environment class has, at its core, an emphasis on sustainability.
10. **Images**
Not applicable

IRA Travel Activity Budget

2013-2014



California State University

INSTRUCTIONALLY RELATED ACTIVITIES

CHANNEL

Activity Title: Field Trip to Santa Rosa Island

Sponsor Name: Angela Chapman

Number of Students Participating: 20

Number of Faculty 2

I	Student traveling expenses:	Cost/ea	# Requested	Total	Comments/Additional Notes
	Airfare			\$0.00	
	Ground Transportation			\$0.00	
	Lodging			\$0.00	
	Registration Fees			\$0.00	
	Entrance Fees			\$0.00	
	Meals (included)			\$200.00	\$5 a day per student (20 students x 2 days)
	Cultural Activities			\$0.00	
	Vehicle/Van Rental			\$0.00	
	Other: Island Packers			\$2,080.00	\$104 x 20 students
	STUDENT TRAVEL TOTALS	\$0.00		\$2,280.00	
II	Faculty Traveling Expenses:	Cost/ea	# Requested	Total	Comments/Additional Notes
	Airfare			\$0.00	
	Ground Transportation			\$0.00	
	Lodging			\$0.00	
	Registration Fees			\$0.00	
	Entrance Fees			\$0.00	
	Meals (included)			\$0.00	
	Cultural Activities			\$0.00	
	Other:			\$0.00	**
	FACULTY TRAVEL TOTALS	\$0.00		\$0.00	
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			\$0.00	
	Other:			\$0.00	
	STUDENT EXP. TOTALS	\$0.00		\$0.00	
V. Total costs of the trip- Please Note that Formulas Calculate Automatically					
	Total Student Traveling Expenses			\$2,280.00	
	Faculty Travel Expenses, if funded at 100%			\$0.00	
	Operating Expenses, if funded at 100%			\$0.00	
	TOTAL IRA FUNDING REQUESTED			\$2,280.00	
	Out of Pocket Student Expenses			\$0.00	Not funded by the University
UNIV 391/392 & International Trips only					
	Maximum IRA student funding @ 2/3rd of student total cost			\$1,527.60	
	1/3 of total cost payable by students through course fee			\$752.40	
	TOTAL IRA FUNDING REQUESTED FOR INT'L TRIPS			\$1,527.60	
	Out of Pocket Student Expenses			\$0.00	Not funded by the University