

Instructionally Related Activities Funds Request Spring 2018

▼ Submitter

Submitter Name

Nien Tsu Chen

Submitter Email

nien-tsu.chen@csuci.edu

▼ 1. Basic Details

Activity Title

Community-Based Storytelling Radio Production Workshops

Activity/Event Date

Spring 2018 (March)

Date Funding Needed By

Spring 2018 (March)

Previously Funded?

- ☐ No
☒ Yes

▼ Previously Funded Proposal

Semester/Year

Spring 2017; Spring 2016; Fall 2015; Fall 2014

Proposal # (if known)

850; 841; 776; 734; 697; 696

Report submitted for previously Funded Activity?

- ☐ No
☒ Yes

Please upload a copy of the report

[IRA Report #850.pdf](#)

Additional Report #1

[IRA Report #841.pdf](#)

Additional Report #2

[IRA Report #776.pdf](#)

Additional Report #3

[IRA Report #734.pdf](#)

Additional Proposers

Academic Program(s)/Center Name(s)

Communication Program

Estimated total Course Fee revenue

0

Amount Requested from IRA

400

Estimated Number of Students Participating

55

▼ 2. Brief Activity Description

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

Brief Activity Description

The workshop leader, Mr. Michael Pollock, was a station manager for Dolphin Radio, our campus radio station, prior to his graduation in spring 2017. During his time as station manager, Mr. Pollock produced original features as well as curated playlists of music and syndicated content for Dolphin Radio. He also engaged in outreach and marketing to grow the station's followers. One of the most notable accomplishments of his was an interview with Assemblywoman Jacqui Irwin, who shared her own experiences with college education and politics during this interview.

Mr. Pollock is well versed in all types of audio editing and programing software, including GarageBand, Audacity and Backbone. I hope to invite him to provide two workshops, each lasting 1.5 hours, on the technical aspects of podcast production to students who will be producing original content for Dolphin Radio in spring 2017. These include, but are not limited to, students enrolled in COMM 328 Community-Based Storytelling and COMM 491 Dolphin Radio Practicum, as well as Communication Capstone students working as station managers for Dolphin Radio. Students from other classes and programs will also be welcome to attend these workshops to learn about the different types of production tools.

▼ 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

These workshops will provide all students enrolled in COMM328, COMM491 and some Communication Capstone students with the knowledge and skills to produce radio podcasts for Dolphin Radio. Students enrolled in COMM328 have a radio podcast assignment that is designed to offer them first-hand experience on how storytelling can help strengthen communities in our local areas. COMM491 is a course designed to prepare students for participating in Dolphin Radio by providing them knowledge and skills in storytelling and podcast creation. Communication Capstone students have to complete a semester-long project that demonstrates their communication competencies in a service learning or research environment, and one of the project options is to serve as station manager for Dolphin Radio. Mr. Pollock's professional instruction on radio production will help students in these classes to meet their course learning outcomes related to the acquisition of skills in storytelling through the medium of radio. Students from other classes and programs will also be welcome to join these workshops if they are interested in radio production.

▼ 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

Attendees to the radio workshops will be asked to fill out a questionnaire to provide feedback on the training they received. The podcasts produced by workshop attendees for Dolphin Radio will also provide an indirect measure of the effectiveness of

the workshops.

▼ 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

[Radio Workshops – Budget.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

None

▼ 8. Promoting Participation

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

The intended audience for these two workshops includes all students, faculty and staff at CSUCI interested in the topic of radio production. Flyers about this training will be put up around campus a month before their occurrence, and an event

announcement will be sent to Program Chairs to be forwarded to their students. In addition, these workshops will be advertised on the social media platforms of the Communication Program.

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

N/A

▼ 9. Sustainability

If appropriate, indicate how the content or delivery of the project promotes sustainability at CI.

Sustainability

N/A

▼ 10. Approval and Acknowledgement

Program Chair/Director

Jiménez-Jiménez, Antonio

Dean

Adler, Mary

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. 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

 Antonio Jimenez-Jimenez Oct 11 2017

▼ 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

Costs are quite minimal and offers students an exciting opportunity to benefits from a professional in radio production.

 Marion Adler Oct 12 2017